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OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-84-84-CR-PT-2 MDA903-84-C-0117

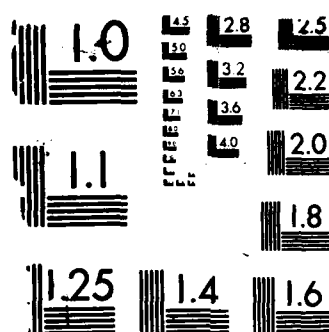
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OPERATIONS GUIDE

For

CIVILIAN MANPOWER COSTING

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PART II

DETAILED INSTRUCTIONS

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OPERATIONS GUIDE
FOR
CIVILIAN MANPOWER COSTING



PART II
DETAILED INSTRUCTIONS

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PROGRAM BUDGET DIVISION (DACA-OMP)

OFFICE OF THE COMPTROLLER OF THE ARMY
DIRECTORATE OF OPERATION AND MAINTENANCE, ARMY
DEPARTMENT OF THE ARMY
WASHINGTON, D.C. 20310



PREPARED BY THE GENERAL RESEARCH CORPORATION UNDER CONTRACT NUMBER MDA903-84-C-0117 FOR THE PROGRAM BUDGET DIVISION, OFFICE OF THE COMPTROLLER OF THE ARMY, DIRECTORATE OF OPERATION AND MAINTENANCE, ARMY, DEPARTMENT OF THE ARMY.

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SECTION 1

INTRODUCTION

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SECTION I
INTRODUCTION

This is Part II of the three part Operations Guide for Civilian Manpower Costing. Part I, Administration, provides general information regarding the use of the guide, background information regarding the PPBES and supporting systems, and useful reference material. Part III, Reports, contains examples of reports used in the civilian manpower costing process and for which DACA-OMP has proponentcy.

This Part II provides detailed instructions for accomplishing each of the major actions required of DACA-OMP in the civilian manpower costing process. Actions are organized into sections according to the PPBES cycle in which the action takes place (Sections 2-4). Actions which do not take place in any particular cycle (non-cyclic actions) are contained in Section 5. Section 6 contains instructions for completing the various exhibits for the OSD and President's budgets.

Major paragraphs within each section describe the specific actions. Each major paragraph contains an overview of the action followed by step-by-step procedures to accomplish the action. Explanatory figures are placed at the end of each major paragraph and are referred to in the text. The first figure is always a flow chart of the entire action. Extracts of these flow charts showing the step(s) being discussed are contained within the text of the paragraph for ease of reference.

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SECTION 2

PROGRAM CYCLE ACTIONS

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2.1 Development of the Program Objective Memorandum (POM)

2.1.1 General

The POM identifies the manpower and total obligational authority needed over the next 5-year period to build and maintain the desired force and provide and operate its sustaining base. It is prepared by the ARSTAF and compiled by the DPAE. It formally transmits to OSD the DA proposal for resource allocations. A related action concurrently updates the FYDP (see paragraph 5.5).

Soon after the first of the year, work gets under way to construct the next POM. In mid-January the MACOMs submit their program requirements for review. About the same time, the staff adjusts the baseline program reflected in the President's budget. It also reviews and updates earlier estimates, reprices existing programs and consolidates programs into work-manageable proportions. ARSTAF functional proponents merge new initiatives with updated existing programs and establish overall program priorities.

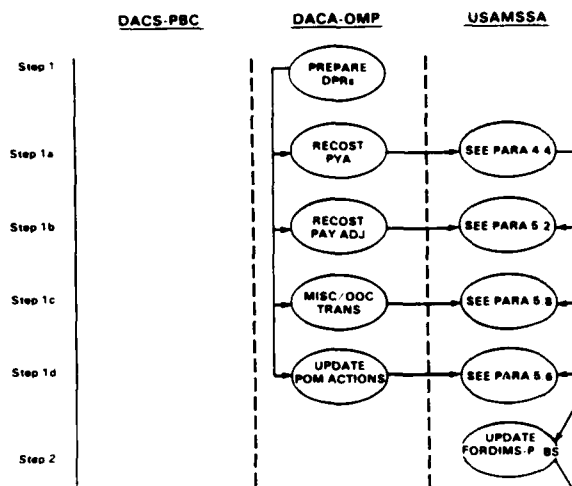
In late March and early April the P/SP directors present their program to the Army leadership. When approved by the CSA and SA the POM is submitted to OSD in mid-May.

During POM development DACA-OMP updates civilian manpower cost and pricing data. This is accomplished through a series of DPRs submitted to USAMSSA for the update of FORDIMS-P/BS and structured responses to PBC taskers.

The entire process is shown in the flow chart, Figure 2.1.1.

2.1.2 Establishing the Baseline for POM Development

Step 1 DACA-OMP must first update FORDIMS-P/BS to establish the new



baseline for the POM. This is accomplished through a series of DPRs to USAMSSA calling for the recosting of the existing data base and approval of actions since the previous President's budget position. These activities are explained in detail in the applicable sections in this Part II as follows:

Step 1a Recosting of Manpower Based on Prior Year Actuals. Detailed procedures for documenting prior year actual cost data and recosting of manpower based on prior year actual costs are found in paragraphs 4.3 and 4.4 respectively.

Step 1b Recosting of Manpower Based on Pay Adjustments. Detailed procedures for recosting manpower based on pay adjustments are found in paragraph 5.2.

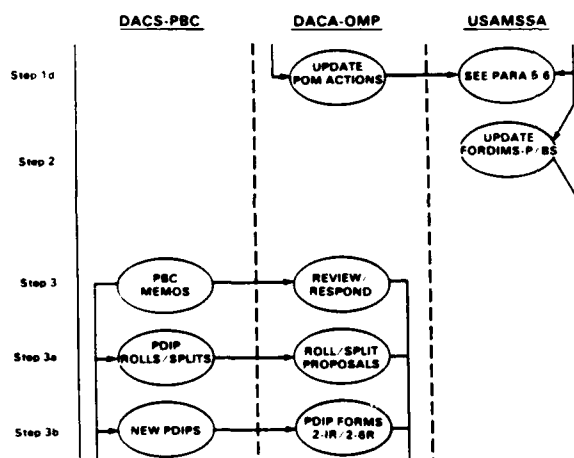
Step 1c Processing Live Approval for Miscellaneous and Out-of-Cycle Transactions. Detailed procedures for updating FORDIMS-P/BS based on OOC approved changes are found in paragraph 5.8.

Step 1d Processing Live Approval of POM Actions. Detailed procedures for updating FORDIMS-P/BS based on approval of ACTNOs are found in paragraph 5.6.

Step 2 The processing of the above DPRs constitutes the update of FORDIMS-P/BS. This establishes the baseline for the development of the POM (to include update of PBS), issuance of the PBG and development of budget exhibits. Detailed procedures for development of PBG are found in paragraph 5.1. Detailed procedures for development of budget exhibits are found in Section 6.

2.1.3 Base File/POM File Updates

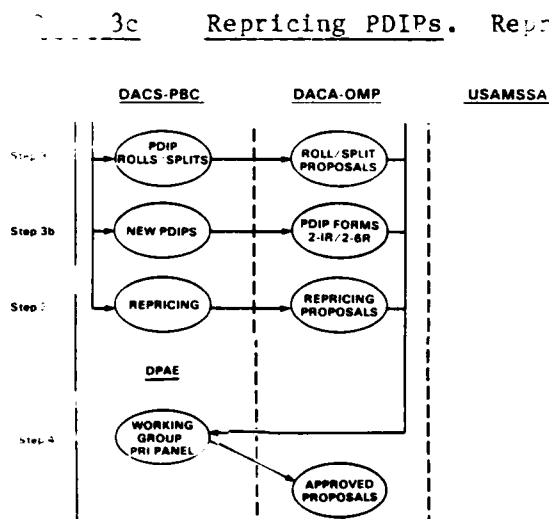
Step 3 In early December of each year DACS-PBC initiates a series of memoranda regarding POM development. The initial memo (Figure 2.1.2) gives the overall plan and general guidance for



POM development. It also provides a milestone chart for key POM actions. The initial memo is followed by a series of follow-on memos focusing on specific POM development actions. These are explained in the sub-steps below. It is essential that these PBC memos be carefully reviewed as received and that the target dates be meticulously met.

Step 3a Rolling and Splitting PDIPs. The combining of resources from two or more PDIPs into a single PDIP (rolling) or dividing of resources of one PDIP into two or more PDIPs (splitting) is the Army's technique of providing effective management and review over programs. During the POM cycle ARSTAF proponents review their PDIPs funded in the President's budget and recommend adjustments to create a more rational PDIP structure (detailed instructions are in Figure 2.1.3).

Step 3b ARSTAF Developed PDIPs. ARSTAF PDIPs (initiatives) are developed to fill critical program gaps or used to combine similar issues found in various MACOM PARR PDIPs. Detailed instructions are in Figure 2.1.4.

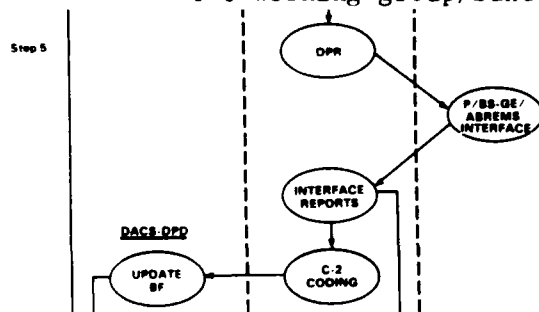


2.1.4 Approval of Proposals

Step 4 After proposals in Steps 1a, 1b, and/or 1c above have been prepared and coordinated they are forwarded to DPAE not later than the date specified in the Pbc memo. Within DPAE they are processed and approved/disapproved by either the PAED 0-6 working group or approved/prioritized by the functional area prioritization panel.

2.1.5 Updating the Base File (BF)

Step 5 After approval and/or prioritization of proposals by the DPAE 0-6 working group/functional area prioritization panel, DACA-



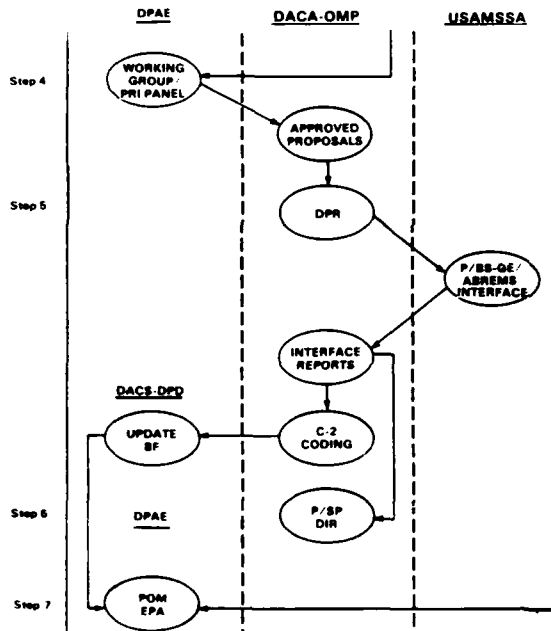
ACTNO at the PE level of detail. From the report DACA-OMP manually prepares C-2 Coding Sheets (Figure 2.1.9) by aggregating the totals for each PDIP by OPAGY. The coded C-2 Coding Sheets along with manually prepared coordination sheets (Figure 2.1.10) are sent to DACS-DPD for Base File update.

Step 6 Hard copies of the P/BS-GE/ABREMS reports are sent to the P/SP directors for updating their PBS detail files.

2.1.6 Development of the POM

Step 7 Civilian personnel cost and manpower data are contained in

the Extended Planning Annex (EPA) of the POM. Responsibility for development of the EPA rests with DPAE. DPAE uses the data in the updated Base File, PBS Detail File and FORDIMS-P/BS to prepare the POM submission.



ACTION: Development of the POM

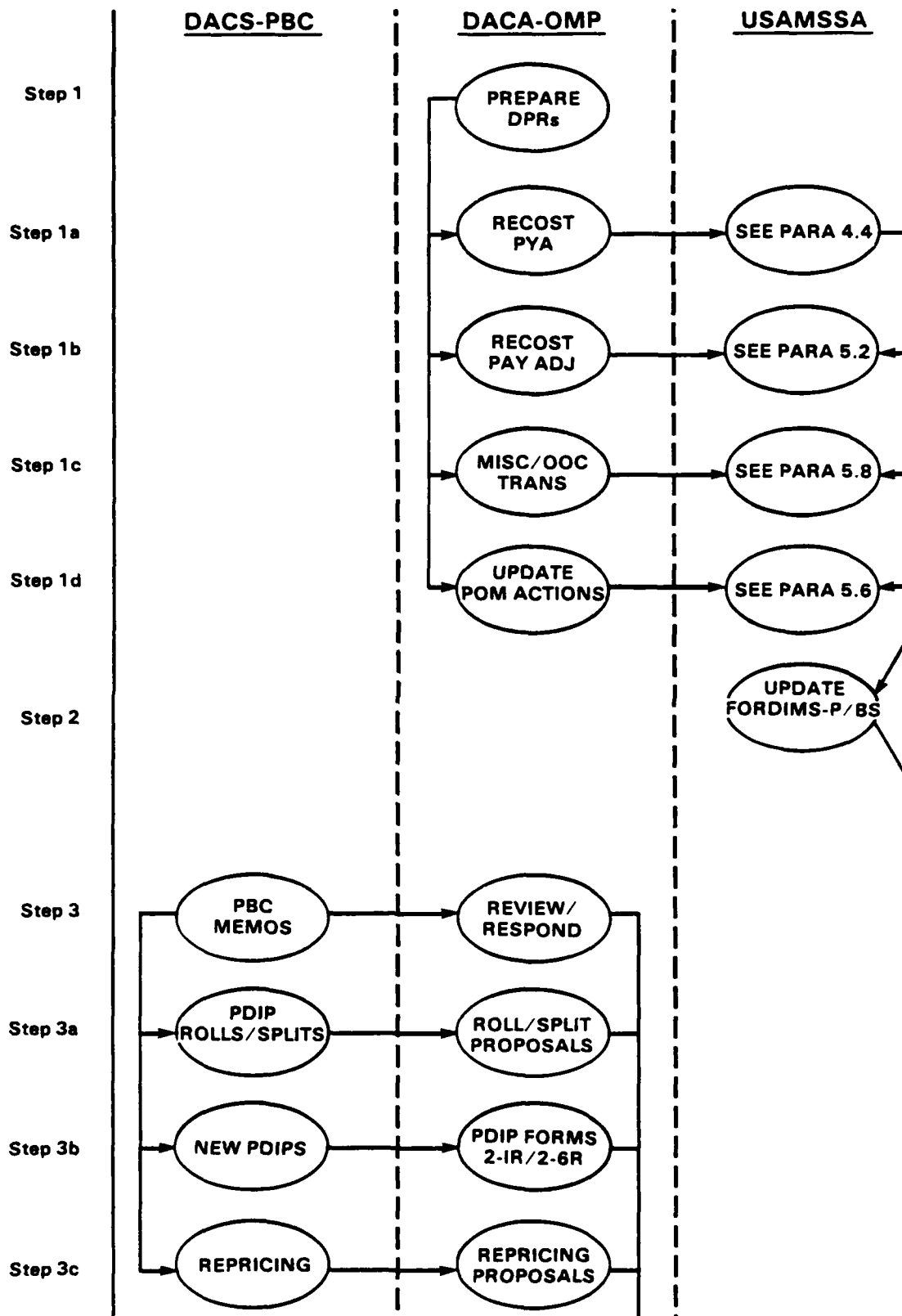


Figure 2.1.1. Development of the POM Flow Chart

**ACTION: Development of the POM
(Continued)**

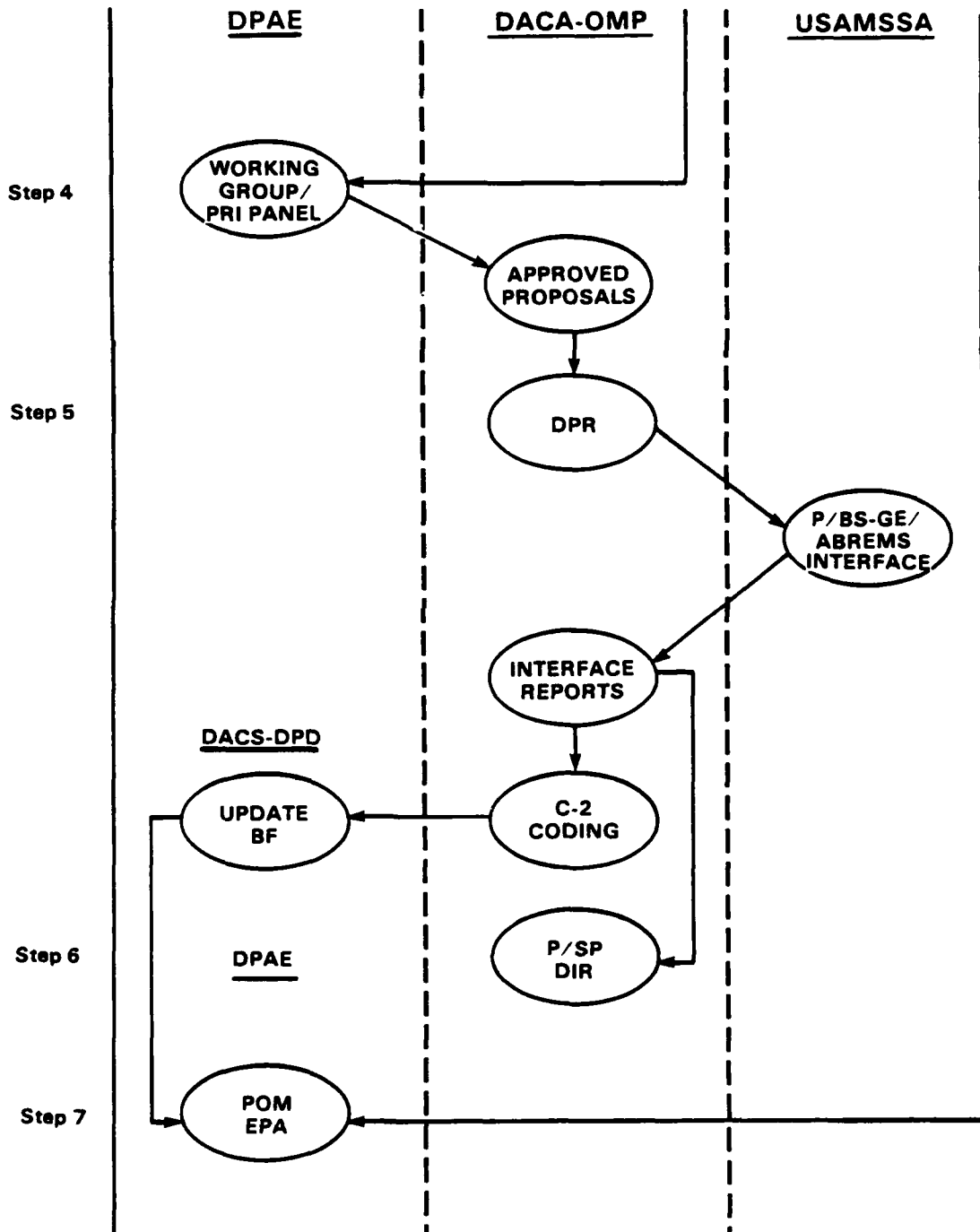


Figure 2.1.1 (Cont.). Development of the POM Flow Chart



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON D C 20310

DACS-PBC
PBC MEMO 83-409

5 December 1983

MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: POM Development FY 86-90

1. References:

- a. Army Guidance, Volume II, dated 14 September 1983.
- b. The Program Development Increment Package (PDIP): A procedures manual, chapter 4 and Appendix B, 1981.
- c. PBC Memo 83-354, Subject PDIP Coordination Sheet Update, dated 4 October 1983.

2. The purposes of this memo are to:

- a. Provide a milestone/timeline for POM development.
- b. Fulfill the AC VOL II "due out" on procedures for Data Base Updates (Rolls and Splits and Repricing).

3. Schedule: Enclosure 1 lays out the milestones for POM development. Note that this milestone schedule includes a significant acceleration of the notional schedule described in Section II-B of Army Guidance, Volume II. The update of the data base is, of course, dependent upon the receipt and final resolution of the last PBD. The process breaks into four phases:

- a. Phase 1, Posturing - From now until the President's Budget submission we will process PARR input, clean up the data base and collect plans for rolling and splitting of PDIPs.
- b. Phase 2, Prioritization/Base File Update - Between the President's Budget Submit and the point where the prioritization panels hand off their work to ODCSOFS on 6 March 1984 (a change to the previously announced schedule), two activities must be completed: (1) a data base clean-up of the President's Budget file (base file development), and (2) the prioritization of the program.

Figure 2.1.2. PBC Memo 83-409

BACS-PBC

SUBJECT: POM Development FY 86-90

c. Phase 3, Program Review/Approval - The program will then be presented to the leadership for approval following the review and adjustment by the Program Budget Committee and the SELCON, and finally,

d. Phase 4, POM Writing.

4. Data base updates occur along this path and are described below.

a. Base Files: Updates of base files occur primarily during Phase 2 (para 3b above). They adjust the President's Budget program for use in building the FY 86-90 POM. There are no new initiatives introduced in base files.

(1) Base File 0 (BF0) - President's Budget FYDP (Balanced by PDIP except for OMA). This is a special run to give the functional panels a preliminary PBS data base starting point.

(2) Base File 1 (BF1) - President's Budget PBC Position (Balanced by PDIP, Program Element (PE), and Command).

(3) Base File 2 (BF2) - FY 85 dropped; FY 90 added (extension of FY 89); OMA inflation recomputed.

(4) Base File 3 (BF3) - "Zero sum" Rolls and Splits (including Functional PDIPs).

(5) Base File 4 (BF4) - Repricing; Army Materiel Plan (AMP) and Modernization Resources Information System (MRIS) update.

b. POM Files: POM File updates occur in Phase 3 (para 3c above). New initiatives are incorporated during this phase.

(1) POM File 1 (PF1) - Results of Functional Panels' prioritization.

(2) POM File 2 (PF2) - Results of the PBC Functional Review.

(3) POM File 3 (PF3) - SELCON decisions.

(4) POM LOCK - CSA/SA Approved 86-90 program - basis for POM writing

5. Rolls and Splits.

a. Rolling of two or more PDIPs together into a single PDIP or splitting a single PDIP into more than one PDIP is undertaken during base file updates for two reasons:

DACS-PBC

SUBJECT: PCN Development FY 86-90

(1) To repackage the Army's program into a more coherent form for review by the functional area prioritization panels, and

(2) To improve data base management by reducing the number of PDIPs.

b. Functional staff agencies must review the PDIPs for which they are responsible and recommend changes to the PDIP structure that will improve the management of issues.

c. Plans for all Rolls and Splits will be submitted on 13 January. A separate memo will address formats and specific timelines. Execution of approved Rolls and Splits will use Base File 2 as a baseline, with results shown in Base File 3.

d. Two major Rolls and Splits activities currently underway (weapons system PDIP restructure and the ammunition realignment) will be addressed in separate correspondence.

6. Repricing.

a. Army Materiel Plan (AMP) Review - The RDA program will be adjusted (within President's Budget FYDP controls), as approved by GO review, to reflect new price and executability information. All changes are subject to audit and must be summarized during functional review.

b. The weapon system PDIP restructure will cause a number of PDIPs to migrate to other panels besides Equipping. In the past the MRIS scrub has resulted in increased resource requirements. Since the MRIS is a repricing adjustment to the President's Budget, any early distribution of resource guidance to the functional panels will be skewed if the infusion of MRIS is accepted unchanged. A procedure will be developed and staffed for reviewing the results of the MRIS scrub before those results are entered to (1) determine whether the increase will be accepted, and (2) assess the functional area inputs. This procedure will probably include a review by the PBC.

c. Other repricing - PAED will chair a repricing subcommittee to review the repricing proposals from all other sources and determine their disposition. The results will be reported out to the PBC membership at large.

7. PAED points of contact have been assigned as shown below. Questions of a specific nature should be addressed to them.

a. Overall PCN development scheduling and data base update - LTC Tim Fields, X79520, 3C738

b. Prioritization - LTC Ray Rast - X72922, 3C738.

c. PAED POCs for ARSTAF agencies during program processing (all in Rm 3C738) - These personnel will provide a single point of contact to each staff agency for the processing of data calls, C-2 sheets, etc:

DACS-PBC
SUBJECT: POM Development FY 86-90

Staff Agency

DCSPER, Secretariat
DCSLOG
DCSOPS
MGB, OCAR, Special Staff*
OCE, COA, TSC, DM
DCSRDA
ACSI

PAE POC (tele)

MAJ Hank Hunt (75502)
Ms. Cecilia Solomon (75502)
LTC Roy Rast (50727)
Mr. Ron Jones (75502)
LTC Dale Means (75502)
LTC Dave Pearce (78631)
LTC Joe Oder (50727)

* DPAE, TIC, TAG, Chaplains, JAG

d. Functional Reviews - LTC Lamar Murphy (X78631).

e. POM Production - LTC Roy Rast (X72922).

8. The particulars of data base processing and management are still being developed, and specific instructions will be published later. Comments on the contents of this memo should be returned to LTC Tim Fields (X79520).

1 Enc:



DAVID K. PEARCE
LTC, GS
Executive for Programing, PBC

187 MILESTONES 18 FOR DEVELOPMENT
PT 86-11

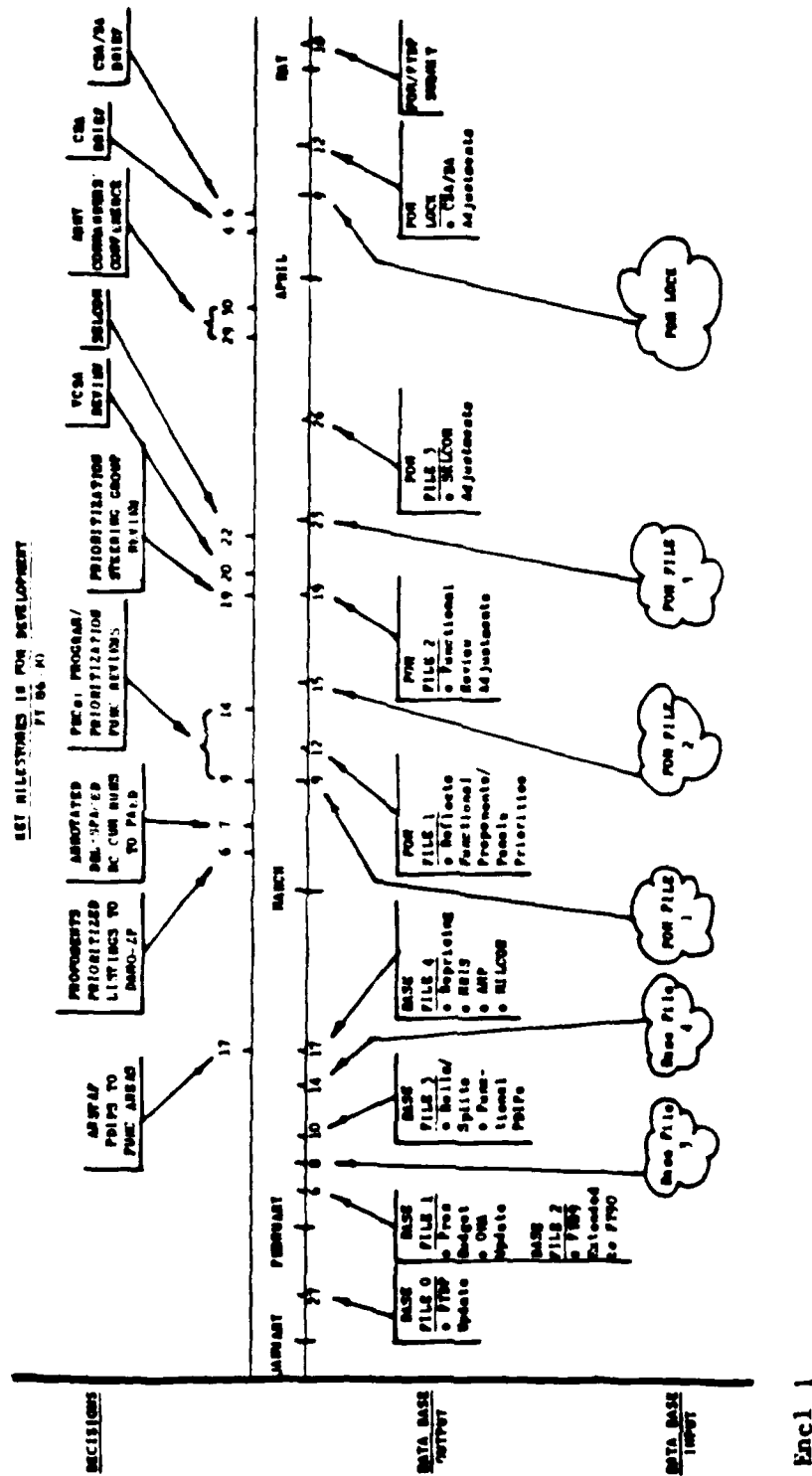


Figure 2.1.2 (Cont.). PDC Memo 83-409



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON D C 20310

DACS-PBC
PBC MEMO 83-439

27 December 1983

MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: Rolling and Splitting PDIPs [POM Development - Base File 3]

1. Reference: PBC Memo 83-409, Subject: POM Development FY 86-90, dated 5 December 1983.
2. This memorandum conveys the instructions for rolling and splitting PDIPs. The objectives of rolls and splits are:
 - a. To repack the Army's program (President's Budget data file) into a more coherent form for review by the functional area prioritization panels.
 - b. To improve data base management by reducing the number of PDIPs.
3. ARSTAF proponents will review their PDIPs funded in the President's Budget and recommend adjustments to create a more rational PDIP structure.
 - a. Rolling is combining resources (in whole or in part) from two or more PDIPs into a single PDIP.
 - b. Splitting is dividing the resources of one PDIP into two or more PDIPs.
 - c. The net of resource adjustments in each roll and split proposal must be zero.
4. The format for proposals is at Enclosure 1. Sample proposals are at Enclosure 2. Only one proposal for a roll/split will be reflected on each page. Where partial rolls/splits are indicated, an entry in the remarks column will reflect the type of resources proposed. Dictionary pages for each PDIP involved (as of the OSD/OMB Budget Submit position) and a PDIP Master for any new/rolled PDIP will be submitted with proposals. Proposals will be coordinated with:
 - a. The PDIP POC of each PDIP affected.
 - b. The PAE PDIP POC of each PDIP affected.
 - c. Each functional area prioritization proponent (ARSTAF POC, see Encl 3) to which an affected PDIP is now assigned or will be assigned.
 - d. Each DCSOPS Plans and Integration Division functional area prioritization POC (DAMO-2P POC, see Encl 3) to which an affected PDIP is now assigned or will be assigned.

Figure 2.1.3. PBC Memo 83-439 (Rolling and Splitting PDIPs)

DACS-PBC

SUBJECT: Rolling and Splitting PDIPs (POM Development - Base File 3)

5. In most cases, PDIPs resulting from these adjustments should retain the PDIP number of:

a. The major resource contributor to the rolled result; or

b. The PDIP which best captures the intent of the roll. For example, if you roll dollars for peripheral equipment of the PATRIOT system from an MRIS PDIP into the PATRIOT PDIP, FP4D, the PDIP number should remain FP4D. Where no existing PDIP adequately or properly describes the results of roll/splits, the ARSTAF agency will affix a new ARSTAF PDIP number i.e. DCSOPS, 3S6A; DCSLOG, 4S6A, etc.

6. The requirement for rolls and splits proposals extends to previously approved adjustments also; specifically:

a. Weapon System Restructure - rolling and splitting of SAR/MRIS systems as directed by GO/SES committee (POC - MAJ John Donnellon, 3C738, X76047).

b. Ammunition Realignment - aggregation of ammunition assets and reassignment to the Sustain functional area (POC - MAJ Bill Ervin, 3C747, X59680).

7. All actions relating to rolling/splitting of PDIPs, to include newly created functional PDIPs, will be done with one change to the data base. Base File 2 will be used as the baseline for preparation of C-2 sheets, with results reflected in Base File 3. Key milestones for POM development are in the reference; specific dates for Base File 3 update are as follows:

COB 13 Jan 84	ARSTAF proponents for rolling and splitting (Encl 1 and 2) PDIPs will submit their coordinated proposals (plans) to PAED, ATTN: LTC Tim Fields, Room 3C738, X79520.
WLT 1 Feb 84	PAED reviews proposals and notifies the ARSTAF of approved rolling/splitting actions.
6 Feb 84	Base File 2 published.
WLT 1200 hrs, 8 Feb 84	ARSTAF submits fully coordinated PDIP masters (for newly created PDIPs) and C-2 sheets for <u>approved</u> rolls and splits to PAED, ATTN: LTC Tim Fields, Room 3C738, X79520. Data entries on C-2 sheets will be based on data published in Base File 2.
10 Feb 84	Base File 3 published.


DACS-PBC

SUBJECT: Rolling and Splitting PDIPs, [FCM Development - Base File 3]

9. If necessary, on 0-6 PBC will resolve any outstanding problems resulting from consideration of rolls and splits proposals, coordination difficulties, or implementation of the PDIP adjustments. POC is LTC Fields/XS0727.

FOR THE CHAIRMEN OF THE PROGRAM AND BUDGET COMMITTEE:

3 Encl


DAVID K. PEARCE
LTC, GS
Executive for Programing, PBC

ROLL/SPLIT PROPOSAL
(one plan per page)

<u>PRESENT</u>			<u>PROPOSED</u>		<u>JUSTIFICATION</u>	
<u>PDIP TITLE</u>	<u>FA</u>	<u>P/C¹</u>	<u>PDIP#</u>	<u>PDIP#</u>	<u>TITLE</u>	<u>FA</u>

COORDINATION

PDIP POCs - ARSTAF/PAE

[illegible]

1. P-Partial; C-Complete

FUNCTIONAL AREA POCs - ARSTAF/DAMO-ZP

[illegible]

Encl 1

Figure 2.1.3 (Cont.). PBC Memo 83-439 (Rolling and Splitting PDIPs)

ROLL/SPLIT PROPOSAL
(one plan per page)

<u>PRESENT</u>			<u>PROPOSED</u>				<u>REMARKS/ JUSTIFICATION</u>
<u>PDIP TITLE</u>	<u>FA</u>	<u>P/C</u> ¹	<u>PDIP#</u>	<u>PDIP#</u>	<u>TITLE</u>	<u>FA</u>	
<u>Example 1: Splitting One PDIP</u>							
Mission X	TN	C	3SXX	3SXY 3SXZ	Mission Y Mission Z	TN	VCSA requires tracking of Mission Y resource
<u>Example 2: Rolling whole PDIPs</u>							
System X	EQ	C	6X5A	6S6K	System X	EQ	Aggregates resource Streams for System X
System X C ²	CC	C	5S5B				
Support X	SS	C	6X5B				
<u>Example 3: Rolling whole PDIPs and/or portions of PDIPs</u>							
Unit Z	ST	C	DA4X	DA4X	Unit Z	ST	Incorporates FS decision from TA partial rolls are dollars only.
FORSCOM	ST	P	3SCF				
FORSCOM RPMA	SS	P	7SCF				
FORSCOM B/O	SS	P	4SCF				

COORDINATION

PDIP POCs - ARSTAF/PAE

PDIP	POC NAME/OFC	ACTION	
EX1 3SXX	JONES DAMO-PP	Complete	PDIP POC
3SXX	LEWIS DACS-DPA	Complete	
EX2 6X5A	ROBB DAMA-PP	Complete	PDIP POC
5S5B	JACKSON DAMO-CC	Complete	
6X5B	AYRON DAMA-PP	Complete	PDIP POC
6X5A	STILLMAN DACS-DPA	Complete	
6S6K/6X5B	JACKSON DACS-DPA	Complete	PDIP POC
EX3 DA4X	ELPHI DAMO-PP	Complete	
3SCF	MILLER DAMO-PP	Complete	PDIP POC
7SCF	MILLER DAMO-PP	Complete	
4SCF	MILLER DAMO-PP	Complete	PDIP POC
DA4X	BILL DAMO-PP	Complete	
7SCF	BILL DAMO-PP	Complete	PDIP POC
7SCF	BILL DAMO-PP	Complete	
4SCF	BILL DAMO-PP	Complete	

1. P-Partial; C-Complete

FUNCTIONAL AREA POCs - ARSTAF/DAMO-2P

PDIP	FA	POC NAME/OFC	ACTION	
3SXX	TN	SMITH DAMO-PP	Complete	DAMO-2P
3SXY	TN	SMITH DAMO-PP	Complete	
3SXE	TN	SMITH DAMO-PP	Complete	DAMO-2P
3SXX 3SXY 3SXE	TN	SMITH DAMO-PP	Complete	
6X5A	EQ	WRIGHT DAMO-PP	Complete	DAMO-2P
5S5B	CC	RIFE DAMO-PP	Complete	
6X5B	SS	RIGHT DAMO-PP	Complete	DAMO-2P
6S6K	EQ	WRIGHT DAMO-PP	Complete	
DA4X	ST	ELPHI DAMO-PP	Complete	DAMO-2P
3SCF	ST	ELPHI DAMO-PP	Complete	
7SCF	SS	RIGHT DAMO-PP	Complete	DAMO-2P
4SCF	SS	RIGHT DAMO-PP	Complete	
DA4X 3SCF	ST	JACKSON DAMO-PP	Complete	DAMO-2P
6S6K 6X5B	EQ	DILLARD DAMO-PP	Complete	
7SCF 7SCF	SS	MILLER DAMO-PP	Complete	DAMO-2P
4SCF	CC	BILLER DAMO-PP	Complete	

Encl 2

Figure 2.1.3 (Cont.). PBC Memo 83-439 (Rolling and Splitting PDIPs)

ARSTAF PRIORITIZATION POINTS OF CONTACT

<u>ARSTAF PROPONENTS</u>	<u>FUNCTIONAL AREA</u>	<u>DAMO-ZP POCs</u>
MAJ Selvitelle/2D570/70324	Structure	MAJ Hall/3B513/72586
LTC Terry/2D657/57160	Manning	LTC Walker/3B513/73508
LTC Cossey/1E533/70853	Training	MAJ Harvey/3B513/73680
MAJ Cercone/BF763A/54089	Mob/Dep	MAJ Thompson/3B513/72637
LTC Knell/1E685/43084	Facilities	LTC Dabbieri/3B513/78946
LTC Buford/1D671/70371	Cmd/Control	LTC Hefzger/3B513/73515
MAJ Gailley/3B380/50330	Equipping	LTC Mayton/3B513/73508
LTC McElroy/2D581/44385	Sustaining	MAJ Anderson/3B513/72240
MAJ Perkins/1A474/45159	Management	MAJ Thompson/3B513/72637

Encl 3

Figure 2.1.3 (Cont.). PBC Memo 83-439 (Rolling and Splitting PDIPs)



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON, D C 20310

DACS-PBC
PBC MEMO 84-50

24 January 1984

MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: ARSTAF Developed PDIPs

1. Reference PBC Memo 83-409, dated 5 Dec 83, Subject: POM Development FY 86-90.
2. ARSTAF PDIPs are developed to fill critical program gaps identified from such sources as known mission deficiencies, POM assessment letters, results of the Commander's Conference, PARR Special Displays, and other known requirements. ARSTAF PDIPs may also be used to combine similar issues found in various PARR PDIPs.
3. ARSTAF PDIPs will be submitted directly to functional area panels for prioritization NLT 17 February 1984. ARSTAF PDIP POCs will use the hardcopy PDIP forms 2-1R and 2-6R (Enclosures 1 and 2) as described on page III-A-G-3 of Army Guidance, Volume II, dated 14 September 1983. Prior to submission to the functional area panels, ARSTAF PDIPs must be fully coordinated with the functional area proponent, DAMO-ZP and PA&E (Enclosure 3).
4. If the ARSTAF PDIP includes any portion of a PARR PDIP, or a MACOM Special Display, the ARSTAF proponent must complete the PARR PDIP Audit Trail form (Enclosure 4) showing what portions of the PARR PDIPs or Special Displays are included in the ARSTAF PDIP. The audit trail and the ARSTAF PDIP will be provided to the appropriate functional panel for their use during the functional review.
5. ARSTAF PDIPs will be entered in the data base only after being prioritized in the funded level by the functional area panels (POM File 1). Instruction for that update will be published separately. The attached PARR PDIP audit trail will be amended as required and submitted with the C-2 sheets when the data base update is accomplished.
6. Questions concerning ARSTAF PDIPs should be addressed to Ms Becky Schmidt, Room 3C738, X72292.

FOR THE CHAIRMEN OF THE PROGRAM AND BUDGET COMMITTEE:

4 Encl

DAVID K. PEARCE
LTC, GS
Executive for Programing, PBC

Figure 2.1.4. PBC Memo 84-5 (ARSTAF Developed PDIPs)

**FY 86-90 PROGRAM DEVELOPMENT INCREMENT PACKAGE
SUMMARY PAGE**

SHORT TITLE: _____ **PDIP #:** _____
DTG: _____

<u>RESOURCE SUMMARY:</u>	<u>FY 86</u>	<u>FY 87</u>	<u>FY 88</u>	<u>FY 89</u>	<u>FY 90</u>
TOA(\$000)					
AC ES					
USAR ES					
ARNG ES					
CIV ES					

NARRATIVE DESCRIPTION:

RATIONALE/ANALYSIS:

RELATIONSHIP TO OTHER PDIPS:

RELATIONSHIP TO GUIDANCE:

(continue on DACS-DPD Form 2-6R if required)

ORIGINATING AGENCY:				
POC FOR:	COMMAND	DA STAFF	PAED	COA
NAME:				
OFFICE SYMBOL:				
AUTOVON:				

DACS-DPD FORM 2-1R (Test)
Revised AUG 83 (previous versions are obsolete)

Page ___ of ___

Encl 1

Figure 2.1.4 (Cont.). PBC Memo 84-5 (ARSTAF Developed PDIPs)

**FY 86-90 PROGRAM DEVELOPMENT INCREMENT PACKAGE
SPECIAL DISPLAYS**

SHORT TITLE: _____ **PDIP #:** _____
DTG: _____

TYPE DISPLAY:
TASKING DOCUMENT:

(continue on additional Form 2-6R if required)

ORIGINATING AGENCY:

POC FOR:	COMMAND	DA STAFF	PAED	COA
NAME:				
OFFICE SYMBOL:				
AUTOVON:				

DACS-DPD Form 2-6R (test)

Revised Aug 83 (previous versions are obsolete)

Page ____ of ____

Encl 2

Figure 2.1.4 (Cont.). PBC Memo 84-5 (ARSTAF Developed PDIPs)

PROPOSITION	PRIORITIZATION POINTS OF CONTACT					
	NAME	OFFICE	ROOM/PHONE	NAME-ZIP	ROOM /PHONE /	ROOM /PHONE /
Structure	MAJ Mike Salvatelle	DAWD-PDP	20570/55368	MAJ(P) Bill Hall	30513/72506	LTC John Grimeshaw 3C725/70005
Man	LTC Joe Terry	DAWD-ZIP	20457/57160	MAJ Tom Harvey	30513/72240	LTC Rich Butlich 3C725/70700
Equip	MAJ C.R. Gaffey	DAWD-PPF	30380/30330	LTC Joe Mayton	30513/73500	LTC Bill McDemgall 3C767/57737
Train	LTC Conroy	DAWD-TMP	18557/70853	MAJ Tom Harvey	30513/72240	LTC Claire Gill 3C725/70005
Mobilize/Deployment	MAJ Joe Corcoran	DAWD-ODM	87638/54009	MAJ Earl Thompson	30513/73500	COL Fred Billiard 3C725/70503
Command & Control	LTC Buford	DAWD-CAP	97484/77681	LTC McJ Refager	30513/73513	LTC Mark Beathwell 3C767/50404
Sustain	MAJ Ben Polreichild	DAWD-SWB	10557/74631	MAJ Andy Anderson	30513/72240	LTC Dale Hesse 3C730/50727
Facilities	LTC Emell	DAWD-ZCP-R	12685/44300	LTC Ben Babblerl	30513/70946	MAJ Joe Gabbette 3C767/70600
Management	MAJ Perkins	DAWD-RMA	1A074/45159	MAJ Earl Thompson	30513/73500	MAJ Ginger Cardiner 3C730/75503
Overall Process				MAJ Joe Emilio	30513/73600	LTC Ray Boat 3C730/73923

Encl 3

Figure 2.1.4 (Cont.). PBC Memo 84-5 (ARSTAF Developed PDIPs)

PARR PDIP AUDIT TRAIL

ARSTAF PDIP #:

TITLE:

FUNCTIONAL AREA:

STAFF PROPONENT:

RESOURCE SUMMARY: FY 86 FY 87 FY 88 FY 89 FY 90

ARSTAF PDIP: TOA(\$000)
 MIL
 CIV

PARR PDIP # or Special TITLE: _____
Display # (if applicable) _____
 TOA (\$000) _____
 MIL _____
 CIV _____
 Narrative: _____

PARR PDIP # or Special TITLE: _____
Display # (if applicable) _____
 TOA (\$000) _____
 MIL _____
 CIV _____
 Narrative: _____

PARR PDIP # or Special TITLE: _____
Display # (if applicable) _____
 TOA (\$000) _____
 MIL _____
 CIV _____
 Narrative: _____

PARR PDIP # or Special TITLE: _____
Display # (if applicable) _____
 TOA (\$000) _____
 MIL _____
 CIV _____
 Narrative: _____

* (If total PARR PDIP resources are not included in this ARSTAF PDIP, provide a brief explanation of what part of the PARR PDIP is resourced).

Figure 2.1.4 (Cont.). PBC Memo 84-5 (ARSTAF Developed PDIPs)



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON, D C 20310

S: 081200 February 1984
141200 February 1984
23 January 1984

DACS-PSC
PBC MEMO 84-55

MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: Procedures for Repricing PDIPs and Updating Base File 4

1. References:

- a. Army Guidance, Volume II, dated 14 September 1983.
- b. PBC Memo 83-409, dated 5 December 1983, Subject: POM Development FY 86-90.
- c. PBC Memo 84-37, dated 17 January 1984, Subject: POC's for POM Development

2. This memo revises guidance on PDIP repricing. Excluded from consideration are AMP, MRIS and MARDIS repricing. Repricing addresses only PDIPs which are already funded at some level in the existing program. Since functional panels are able to adjust resource levels in existing PDIPs it is expected that most repricing proposals will be referred directly to the functional panels.

3. Repricing actions will be subject to approval by an O-6 working group chaired by PAED. DAMO-ZP will be a member of this working group. Repricing actions will be summarized in the PBC memo distributing Base File 4 (o/a 17 Feb 84). The results of basefile repricing action should be addressed by prioritization panels during the Functional Reviews (9-14 Mar 84).

4. All repricing proposals (MACOM and ARSTAF) will be summarized by each ARSTAF PDIP proponent using the format shown in the example at Enclosure 1. MACOM proposals for which an ARSTAF agency is the proponent and each of that agency's own repricing proposals are to be reflected in the summary. ARSTAF proposals for repricing cannot expand the scope of the existing PDIP (i.e., its intent, the magnitude of what it is accomplishing or when it will be accomplished). Where the scope has been changed, those proposals will be referred to the appropriate functional prioritization panel to be incorporated into their prioritization process IAW ref 1a. Repricing in the sense of this memo keys on correction of errors not properly the purview of the functional panels (i.e. inflation, MPA adjustments or repricing proposals submitted in the PARRs).

Figure 2.1.5. PBC Memo 84-55 (Repricing PDIPs)

DACS-PBC

SUBJECT: Procedures for Repricing PDIPs and Updating Base File 4

a. MACOM PARR Repricing Proposals. ARSTAF PDIP POCs are responsible for validating MACOM repricing requests contained in the PARRs. A list of MACOM Repricing Proposals is at Enclosure 2. The ARSTAF PDIP POC must analyze the proposals to ensure that the requests are in compliance with the instructions in this paragraph. All MACOM repricing proposals must be approved by the PA&E working group prior to Base File 4 update (14 Feb 84).

b. ARSTAF Repricing Proposals. These requests must be submitted to PA&E and the appropriate panel on DACS-DPD Form 2-8R (Test) (Format at Enclosure 3) for validation and approval. The data entries for the "current resources" reflected on the Form 2-8R will be those shown in Base File 2 to be published on 6 February 1984. Changes to the Base File between BF2 and BF3 will be zero-sum (rolls and splits). Any PDIP rolled or split between BF2 and BF3 and recommended for repricing will be handled on a case-by-case basis.

c. Summary of MACOM repricing proposals and ARSTAF repricing proposals (IAW 4a and 4b) will be submitted to PA&E NLT 081200 February 1984. This date must be set so that approved repricings can be published early on 13 Feb 84 to coordinate C-2 sheet preparation.

d. Once repricing proposals are approved by the PAE working group, the ARSTAF PDIP POC must submit a fully coordinated C-2 sheet to PAE NLT 141200 February 1984. In the case of an approved MACOM repricing proposal a copy of the repricing request contained in the PARR should be attached to the C-2 to facilitate the coordination process. (Any changes to the MACOM repricing requests should be annotated on the hard copy dictionary page).

5. PAE POC for repricing issues is Mr. Bill Greer, DACS-DPD, Room 3C738, X72922.

FOR THE CHAIRMEN OF THE PROGRAM AND BUDGET COMMITTEE:



DAVID K. PEARCE
LTC, GS
Executive for Programing, PBC

3 Encl

Figure 2.1.5 (Cont.). PBC Memo 84-55 (Repricing PDIPs)

SUMMARY OF PROPOSALS FOR PDIP REPRICING

STAFF PROponent: DCSOPS

EXAMPLE

PDIP	TITLE	OHD (if applicable)	RESOURCES			RATONALE	
			FY85	FY86	FY87	FY88	FY89
3SU3	NTC	N/A	TOA -400	-367	-11		See attached ARSTAP repricing proposal.
3SF4	I Corps HQ	USACC	TOA 448 9	448 9	448 9	448 9	Concur
325A	MOD Dev/Meth Imp	USAFAC	TOA 0	0	0	0	Refer to functional panel.
28SA	Field Studies Pgm	NDU	TOA 200	100	100	100	Reduce. Submitted proposal exceeds actual dollar adjustment qualifying for repricing.

RESOURCES REFLECTED HERE ARE THE RECOMMENDED ADJUSTMENTS TO THE PDIPs.

(for adjustment/deletion of MACOM Proposals only). ARSTAP recommended repricing will be described by input on format below of this enclosure.

Encl 1

Figure 2.1.5 (Cont.). PBC Memo 84-55 (Repricing PDIPs)

PARR REPRICING PROPOSALS

PDIP #	PA	TITLE	CHD	FY85	FY86	FY87	FY88	FY89	FY90
<u>STAFF AGENCY: COE</u>									
1SCE	MN	ACES							
825D	TN	Physical Fitness Center	WESTCOM		452	453	390	227	227
895K	MN	Remote Site	USAREUR		377	350	350	193	193
895K	MN	Remote Site	USAREUR		2370	700	750	12751	12751
<u>STAFF AGENCY: CAR</u>									
275D	ST	FTS Training (ABRTC)	FORSCOM		212 (0/0/18)	376 (0/0/18)	376 (0/0/18)		
<u>STAFF AGENCY: OCSA</u>									
174C	MG	Commercial Activities (CA) Program	MEPCOM		-874 (11/0/4)	-873 (11/0/4)	- (11/0/4)	- (3/0/0)	- (3/0/0)
<u>STAFF AGENCY: ACSI</u>									
775C	CC	Automation Security	USACC		500	500	500	500	500
<u>STAFF AGENCY: COE</u>									
CHCA	FC	MCA CORE Program	USARJ		-	-	+3000	-	-
78A2	PC	High Priority MCA	USARJ		-617	-	-3000	-210	-
78B1	PC	BHAR Reduction	HSC		1565	1565	1565	-	-
78C4	PC	RPMA CORE PDIP	HSC		7420	5332	4736	5890	7308
7817	PC	MACOM Initiative MCA	USARJ		-	-	-	+210	-
783T	PC	AFN ECIP	USARJ		-79	-116	-27	-189	-

Encl 2

Figure 2.1.5 (Cont.). PBC Memo 84-55 (Repricing PDIPs)

<u>PDIP #</u>	<u>TITLE</u>	<u>OMD</u>	<u>FY85</u>	<u>FY86</u>	<u>FY87</u>	<u>FY88</u>	<u>FY89</u>	<u>FY9</u>
STAFF AGENCY: DCSLOG								
45CA	SS BOS - Admin	MDW		793	792	855	1028	101
		TOA						
45SV	SS Intermodal Container Control	MTMC		2103	425	430	430	53
		TOA						
STAFF AGENCY: DCSOPS								
PPAN	TN Flying Hour Program	WESTCOM	646	560	558	923	73	7
		TOA						
38CT	TN Training Support Base Resour	WESTCOM	302	318	323	338	353	35
		TOA						
38CT	TN Training Support Base Resour	MDW		89	89	89	89	8
		TOA						
38JJ	TN Carson Land Develop (PINOM Canyon)	FORSCOM		1286 (0/0/-8) (5)	1500 (0/0/-8) (5)	1724 (0/0/-8) (5)	1932 (0/0/-8) (0)	193 (0/0/-1) (1)
		TOA (AC ES) (CIV ES)						
765C	TN National Training Center	FORSCOM		15173 (0/8/0) (3/5/11)	14126 (0/8/0) (3/5/11)	17026 (0/8/0) (3/5/11)	13635 (0/8/0) (3/5/11)	1555 (0/8/0) (3/5/11)
		TOA (AC ES TRANS) (ACES-Remaining)						
STAFF AGENCY: DCSPEZ								
800J	MW Computer Adaptive Testing	MEPCOM		-3838 (14)	-910 (44)	-844 (44)	-844 (44)	-844 (44)
		TOA (ACES)						
185E	MW MEPSCAT	MEPCOM		- (+50)	- (+50)	- (+50)	-2302 (+50)	-2302 (+50)
		TOA (ACES)						
1866	MC CID Fraud and Waste	CIDC	250	250	250	250	250	250
		TOA						
174A	MW USMA Mission Spt, Phase II	USMA		1559 3	1807 4	1867 5	2192 5	1407 5
		TOA (CIV ES)						
175C	MW Log Support Services	USMA		241	254	288	106	108
		TOA						
395A	MW System 80 Upgrade	MEPCOM		-	-	-	-116	-116
		TOA						
395B	MW Uninterruptible Power Source	MEPCOM		-	-	-	-8	-8
		TOA						
395C	MW ASVAB Centralized Marketing	MEPCOM		1656 (57)	1656 (57)	1656 (57)	152 (57)	352 (57)
		TOA (CIV ES)						

Figure 2.1.5 (Cont.). PBC Memo 84-55 (Repricing PDIPs)

**FY 86-90 PROGRAM DEVELOPMENT INCREMENT PACKAGE
OLD PDIP CHANGE SHEET**

SHORT TITLE: _____ **PDIP #:** _____
DTG: _____

RESOURCE SUMMARY:

		<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>	<u>FY 88</u>	<u>FY 89</u>	<u>FY 90</u>
Change Requested	TOA (\$000)						
	AC ES						
	USAR ES						
	ARNG ES						
Current Resources	CIV ES						
	TOA (\$000)						
	AC ES						
	USAR ES						
	ARNG ES						
	CIV ES						

NARRATIVE DESCRIPTION:

CHANGE IN SCOPE:

RATIONALE/ANALYSIS/REASON FOR CHANGE:

RELATIONSHIP TO OTHER PDIPs:

RELATIONSHIP TO GUIDANCE:

(continue on DACS-DPD Form 2-82 if required)

AGENCY ORIGINATING CHANGE:

POC FOR:	COMMAND	DA STAFF	PAZD	CCA
NAME:				
OFFICE SYMBOL:				
AUTOVON:				

DACS-DPD FORM 2-82 (Test)
Revised Aug 83 previous versions are obsolete)

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Encl 3

Figure 2.1.5 (Cont.). PBC Memo 84-55 (Repricing PDIPs)

COVER SHEET		
OFFICE SYMBOL	DACA-OMP	DATE 10 Feb 84
SUBJECT		CONTROL NUMBER
Repricing PDIPs		
() COORDINATION/APPROVAL OF ACTION		() MICROFICHE ONLY
KEYWORDS (First word from OCA keyword list; maximum 32 letters each key word)		
1.	2.	3.
MEMORANDUM FOR RECORD (Describe briefly the origin of action, background, discussion, and recommended action).		

Attached is request for additional TO' to support civilian pay raise costs and foreign currency requirements.

(continue on reverse side)


COORDINATIONS (Additional on reverse side)			
OFFICE :	NAME :	PHONE :	DATE :
DACA-OMP	LTC Lewis		

APPROVALS					
INITIALS :	DATE :	INITIALS :	DATE :	INITIALS :	DATE :
DIV- <i>[Signature]</i>				AXO	XO
DIR- :				COA	DCOA
ACTION OFFICER (Name, grade, phone, signature)			FICHE NUMBER : DISPATCH DATE		
Mrs. Jean S. Rogers/77669			<i>James H. Barker</i>		
OCA FORM 9, 12 Feb 82			REGRADED WHEN SEPARATED FROM CLASSIFIED DOCUMENT		

Figure 2.1.6. PDIP Repricing Proposals

DISPOSITION FORM

For use of this form, see AR 340-15, the proponent agency is TAGO

REFERENCE OR OFFICE SYMBOL DACA-OMP	SUBJECT Repricing PDIPs		
TO DACS-DPD	FROM DACA-OM	DATE Mrs. Rogers/tot/77669	CMT 1
<p>1. References:</p> <p>a. PBC Memo 84-55, Subject: Procedures for Repricing PDIPs and updating base file 4.</p> <p>b. Army Guidance, Volume II, dated 14 September 1983.</p> <p>2. Per reference 1a, the attached PDIPs are forwarded for consideration for repricing. These PDIPs meet the criteria for repricing per reference 1b and are categorized as "must fund" to the Army.</p> <p>3. These PDIPs should be favorably considered by the committee that reviews the repricing of PDIPs.</p> <p>FOR THE COMPTROLLER OF THE ARMY:</p> <p>5 Encls</p> <p> GERALD B. JENNINGS Brigadier General, GS Director of Operation and Maintenance, Army</p>			

DA FORM 2496
AUG 80

PREVIOUS EDITIONS WILL BE USED

DA FORM 1007-200-141

Figure 2.1.6 (Cont.). PDIP Repricing Proposals

SUMMARY OF PROPOSALS FOR PDIP REPRICING

STAFF PROPONENT: OCA

<u>PDIP</u>	<u>TITLE</u>	<u>CMD</u>	<u>RESOURCES</u>				<u>RATIONALE</u>		
			<u>FY85</u>	<u>FY86</u>	<u>FY87</u>	<u>FY88</u>		<u>FY89</u>	<u>FY90</u>
PAY5	FY 85 Pay Raise	Various TOA	49275	52272	53442	53506	53246	53246	See attached ARSTAFF repricing proposal.
PAYL	IDH Pay Raise	Various TOA	-	52058	110966	172873	236907	303112	See attached ARSTAFF repricing proposal.
PAY4	FY 84 Pay Shortfall	Various TOA	28940	28940	29704	32484	31371	31121	See attached ARSTAFF repricing proposal.
CRVL	Foreign Currency Shortfall	Various TOA	34682	34682	34682	34682	34682	34682	See attached ARSTAFF repricing proposal.
Total			104897	167952	228794	293545	356406	422161	

Figure 2.1.6 (Cont.). PDIP Repricing Proposals

**FY 86-90 PROGRAM DEVELOPMENT INCREMENT PACKAGE
OLD PDIP CHANGE SHEET**

SHORT TITLE: Civilian Pay Raise Deltas

PDIP #: PAY4

DTG: 14 Feb 84

RESOURCE SUMMARY:

		<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>	<u>FY 88</u>	<u>FY 89</u>	<u>FY 90</u>
Change Requested	TOA (\$000)	28,940	28,940	29,704	32,484	31,571	31,121
	AC ES						
	USAR ES						
	ARNG ES						
	CIV ES						
Current Resources	TOA (Million)	6,076	6,263	6,321	6,304	6,283	6,283
	AC ES						
	USAR ES						
	ARNG ES						
	CIV ES						

NARRATIVE DESCRIPTION:

FY 1984 Civilian Pay Raise Deltas from the FY 1985 President's Budget Submission.

CHANGE IN SCOPE:

RATIONALE/ANALYSIS/REASON FOR CHANGE: During the development of the FY 1985 President Budget the end strength was not locked by OSD until late in the system. This increase is to cover the full pay raise cost not provided by OSD. This issue was a reclama by Army in Program Budget Decision (PBD 620).

RELATIONSHIP TO OTHER PDIPs: These resources will have to be spread to all PDIPs impacting civilian manpower at a later date.

RELATIONSHIP TO GUIDANCE: This reflects the impact of implementing OSD/OMB guidance issued during the OSD Budget Review Process (continue on DACS-DPD Form 2-6R if required)

AGENCY ORIGINATING CHANGE:

POC FOR:	COMMAND	DA STAFF	PAYD	COA
NAME:		LTC Louis	LTC Raat	Mrs. Rogers
OFFICE SYMBOL:		DACS-OMP	DACS-DPD	DACA-OMP
AUTOVON:		22-77669	22-72922	22-79683

DACS-DPD FORM 2-6R (Test)
Revised Aug 83 previous versions are obsolete)

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Figure 2.1.6 (Cont.). PDIP Repricing Proposals

FY 86-90 PROGRAM DEVELOPMENT INCREMENT PACKAGE OLD PDIP CHANGE SHEET							
SHORT TITLE: <u>FY 85 Pay Raise</u>		PDIP #: <u>PAYS</u>		DTG: <u>14 Feb 84</u>			
RESOURCE SUMMARY:							
		<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>	<u>FY 88</u>	<u>FY 89</u>	<u>FY 90</u>
Change Requested	TOA (\$000)	49,275	52,272	53,442	53,506	53,246	53,246
	AC ES						
	USAR ES						
	ARNG ES						
	CIV ES						
Current Resources	TOA (Million)	6,076	6,263	6,321	6,304	6,283	6,283
	AC ES						
	USAR ES						
	ARNG ES						
	CIV ES						
NARRATIVE DESCRIPTION: FY 1985 Civilian Pay Raise For Indirect Hire Foreign Nationals and FNSA.							
CHANGE IN SCOPE: NONE							
RATIONALE/ANALYSIS/REASON FOR CHANGE: The creation of this PDIP will allow the staff to track the anticipated FY 1985 Pay Raise from its beginning with Indirect Hire Foreign National Pay all the way to including the Direct U.S. Pay upon receipt of guidance from OSD. This will give one common identifier to the major commands and agencies for the FY 1985 Pay Increase.							
RELATIONSHIP TO OTHER PDIPs: This reflects the impact of the FY 1985 Pay Raise. These resources will have to be spread to all PDIPs impacting civilian manpower at a later date.							
RELATIONSHIP TO GUIDANCE: This reflects the impact of implementing OSD/OMB guidance issued during the OSD Budget Review process (continue on DACS-DPD Form 2-6R if required)							
AGENCY ORIGINATING CHANGE:							
FOC FOR:	COMMAND	DA STAFF		PAED		CDA	
NAME:		LTC Louis		LTC Raat		Mrs. Rogers	
OFFICE SYMBOL:		DACA-OMP		DACS-DPD		DACA-OMP	
AUTOVOM:		22-77669		22-72922		22-79683	

DACS-DPD FORM 2-6R (Test)
Revised Aug 83 previous versions are obsolete)

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Figure 2.1.6 (Cont.). PDIP Repricing Proposals

**FY 86-90 PROGRAM DEVELOPMENT INCREMENT PACKAGE
OLD PDIP CHANGE SHEET**

SHORT TITLE: Foreign Currency Shortfall

PDIP #: CRVL

DTG: 14 Feb 84

RESOURCE SUMMARY:

		<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>	<u>FY 88</u>	<u>FY 89</u>	<u>FY 90</u>
Change Requested	TOA (\$000)	34,682	34,682	34,682	34,682	34,682	34,682
	AC ZS						
	USAR ZS						
	ARNG ZS						
	CIV ZS						
Current Resources	TOA (Millions)	2,267	2,358	2,452	2,550	2,652	2,652
	AC ZS						
	USAR ZS						
	ARNG ZS						
	CIV ZS						

NARRATIVE DESCRIPTION: FY 1985 Foreign Currency Requirement for which the OMA TOA was never adjusted. This reflects a change from 2.56 DM/\$ to 2.52 DM/\$.

CHANGE IN SCOPE: NONE

RATIONALE/ANALYSIS/REASON FOR CHANGE: During the development of the FY 1985 OSD Budget the OMA Appropriation was forced to absorb a foreign currency rate change directed by OSD. This rate changed FY 1985-FY 1989. To comply with OSD Direction, OMA was forced to move funds from other approved programs to cover the rate change. Restoration was sought from OSD to no avail.

RELATIONSHIP TO OTHER PDIPs: These resources will have to be spread to all PDIPs impacting civilian manpower at a later date.

RELATIONSHIP TO GUIDANCE: This reflects the impact of implementing OSD/OMB guidance issued during the FY 85 OSD budget submit. (continue on DACS-DPD Form 2-6R if required)

AGENCY ORIGINATING CHANGE:

POC FOR:	COMMAND	DA STAFF	PAZD	COA
NAME:		LTC Louis	LTC Raat	Mrs. Rogers
OFFICE SYMBOL:		DACA-OMP	DACS-DPD	DACA-OMP
AUTOVON:		22-77669	22-72922	22-79687

DACS-DPD FORM 2-6R (Test)
Revised Aug 83 previous versions are obsolete

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Figure 2.1.6 (Cont.). PDIP Repricing Proposals

**FY 86-90 PROGRAM DEVELOPMENT INCREMENT PACKAGE
OLD PDIP CHANGE SHEET**

SHORT TITLE: IDH Pay Raise **PDIP #:** PAYL
DTG: 14 Feb 84

<u>RESOURCE SUMMARY:</u>		<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>	<u>FY 88</u>	<u>FY 89</u>	<u>FY 90</u>
Change Requested	TOA (\$000)	-	52,058	110,966	172,873	236,907	303,112
	AC ES						
	USAR ES						
	ARNG ES						
	CIV ES						
Current Resources	TOA (millions)	6,076	6,263	6,321	6,304	6,283	6,283
	AC ES						
	USAR ES						
	ARNG ES						
	CIV ES						

NARRATIVE DESCRIPTION: FY 1986 - FY 1990 Civilian Pay Raise for Indirect Hire Foreign Nationals and Foreign National Separation Allowance (FNSA).

CHANGE IN SCOPE: NONE

RATIONALE/ANALYSIS/REASON FOR CHANGE: The creation of this PDIP will allow the staff to program for inflation for Foreign Nationals based on the guidance issues by OSD which is at a higher rate than the overall inflation factors.

RELATIONSHIP TO OTHER PDIPs: These resources will have to be spread to all PDIPs impacting civilian manpower at a later date.

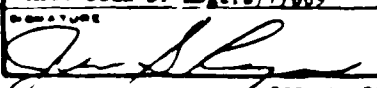
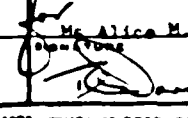
RELATIONSHIP TO GUIDANCE: This reflects the impact of implementing OSD/OMB guidance issued during the OSD Budget Review Process. (continue on DACS-DPD Form 2-6R if required)

AGENCY ORIGINATING CHANGE:				
POC FOR:	COMMAND	DA STAFF	PAZD	CCA
NAME:		LTC Louis	LTC Reat	Mrs. Rogers
OFFICE SYMBOL:		D/CA-OMP	DACS-DPD	D/CA-OMP
AUTOVON:		22-77669	22-72922	22-79683

DACS-DPD FORM 2-6R (Test)
Revised Aug 83 previous versions are obsolete)

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Figure 2.1.6 (Cont.). PDIP Repricing Proposals

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-44; the procuring agency is DCAA.</small>		DATE 20 May 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0047-84	PRIORITY
TO: USAMSSA ATTN: Mr. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS - FORDIMS SYSTEM TIME DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Run fy 84 3.5 and .5 Percent Pay Raise GE/ABRAMS Interface			
FREQUENCY <input type="checkbox"/> RECURRING (Indicate frequency) <input checked="" type="checkbox"/> ONE TIME		SECURITY DESIGNATION UNCLASSIFIED	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approved input volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS (TC Trial Approved FY 86-90 PCM Position)			
SYSTEMS DESCRIPTION (Such as internal configurations, special instructions) (Continue on separate sheet of paper if necessary) Run the following ACTNO's through the Phase I GE/ABRAMS Interface and Produce Reports 848040, 848042, 848044, 848046, 848048m 848050, 848062, 848064, 848066, 848068 Update with header transactions first before running above.			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) OUTPUT: See Above CONTACT: Mrs. Rogers/77669 DELIVER: Call When Ready		PROPOSED COMPLETION DATE 25 May 84	
REQUESTING AUTHORITY TYPED NAME RANK/GRADE TITLE & TELEPHONE NO./EXT Mrs. Jean S. Rogers/77669 SIGNATURE 		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME RANK/GRADE TITLE & TELEPHONE NO./EXT for Mr. Alice M. Franolli/50315 SIGNATURE  R. E. DARCY LTC, PC DIRECTOR AND ACCOUNTING OFFICER	

UNCLASSIFIED

PBS INTERFACE TO GE -/- AIRING SYSTEM AND PROBLEMS

RECORD ACTION		TRANSACTION CONTROL NUMBER		REASON FOR CHANGE OR REMARKS		YEAR 1		YEAR 2		YEAR 3		YEAR 4		YEAR 5		YEAR 6		YEAR 7	
TYPE						PT	04	PT	05	PT	06	PT	07	PT	08	PT	09	PT	10
DATA PT 04 05. ON 3.5% PAY RAISE																			
0	A	PATV	200018	1	04	15	34	35	36	37	38	39	40	41	42	43	44	45	46
MISSION																			
PROGRAM = 02																			
0	A	PATV	302111	1	04	15	34	35	36	37	38	39	40	41	42	43	44	45	46
MISSION																			
PROGRAM = 03C																			
0	A	PATV	301334	1	04	15	34	35	36	37	38	39	40	41	42	43	44	45	46
MISSION																			
PROGRAM = 013																			
0	A	PATV	001212	1	04	15	34	35	36	37	38	39	40	41	42	43	44	45	46
MISSION																			
PROGRAM = 02																			
0	A	PATV	001220	1	04	15	34	35	36	37	38	39	40	41	42	43	44	45	46
MISSION																			
PROGRAM = 00																			
0	A	PATV	002002	1	04	15	34	35	36	37	38	39	40	41	42	43	44	45	46
MISSION																			
PROGRAM = 10																			
OPERATION & MAINT ARMY																			
0	A	PATV	039993	1	04	15	34	35	36	37	38	39	40	41	42	43	44	45	46

PAGE 1

UNCLASSIFIED

Figure 2.1.8. P/BS-RK78RPT4, GE/ARRFMS Interface Report

UNCLASSIFIED

PBS INTERFACE TO CE -/- ABREMS SYSTEM AND PROGRAMS

06/22/84

RECORD TYPE	ACTION	TRANSACTION CONTROL NUMBER	REASON FOR CHANGE OR REMARKS										
			PAY6 FY 84 GS, GM 3.5% PAY MAISE										
T	0	04040040	PROGRAM GASOPMS ELEMENT CODE	OPERATING AGENCY	BUDGET CBL	START YEAR	YEAR 1 FY 84	YEAR 2 FY 85	YEAR 3 FY 86	YEAR 4 FY 87	YEAR 5 FY 88	YEAR 6 FY 89	YEAR 7 FY 90
D 0 A	PAY6	393196	B	A3	1	84	70	110	116	115	113	111	111
D 0 A	PAY6	393196	C	A3	1	84	9	13	13	12	12	12	12
D 0 A	PAY6	393196	D	A3	1	84	13	19	19	20	20	20	20
D 0 A	PAY6	393196	E	A3	1	84	2	2	2	2	2	2	2
D 0 A	PAY6	393196	F	A3	1	84	1	2	2	2	2	2	2
D 0 A	PAY6	393196	G	A3	1	84	14	20	19	19	20	19	19
D 0 A	PAY6	393196	H	A3	1	84	23	25	25	25	25	25	25
D 0 A	PAY6	393196	M	A3	1	84	270	374	374	369	362	357	357
D 0 A	PAY6	393196	P	A3	1	84	32	21	2	1	1	1	1
D 0 A	PAY6	393196	S	A3	1	84	44	63	64	64	64	64	64
D 0 A	PAY6	393196	T	A3	1	84	39	50	61	61	61	61	61
BOB--							513	705	607	600	672	664	664
D 0 A	PAY6	393196	J	A3	1	84	0	1	1	1	1	1	1
D 0 A	PAY6	393196	K	A3	1	84	2	3	3	3	3	3	3
D 0 A	PAY6	393196	L	A3	1	84	1	1	1	1	1	1	1
D 0 A	PAY6	393196	M	A3	1	84	91	122	122	124	125	124	124
BPMA							94	127	127	129	130	129	129
D 0 A	PAY6	392012		A3	1	84	61	80	87	87	88	87	87
D 0 A	PAY6	393111		A3	1	84	1,516	1,945	1,995	1,991	1,979	1,966	1,966

UNCLASSIFIED

PAGE 3

Figure 2.1.8 (Cont.). P/BS-RK78RPT4, GE/ABREMS Interface Report

UNCLASSIFIED

SUMMARY TOTALS BY PROGRAM AND SUB-PROGRAM

TRANS-CONTROL-NUMBER	84-04-0040	04/12/84					
PROGRAM	YEAR 1 FY 84	YEAR 2 FY 85	YEAR 3 FY 86	YEAR 4 FY 87	YEAR 5 FY 88	YEAR 6 FY 89	YEAR 7 FY 90
PROGRAM 1H	0	0	0	0	0	0	0
PROGRAM 1S	0	0	0	0	0	0	0
PROGRAM 1	0	0	0	0	0	0	0
PROGRAM 2	20,452	20,119	20,506	30,169	30,305	30,540	30,713
PROGRAM 30	0	0	0	0	0	0	0
PROGRAM 31	1,027	2,537	2,542	2,540	2,542	2,541	2,541
PROGRAM 3C	9,104	6,850	7,959	7,053	7,053	6,990	6,990
PROGRAM 3	7,011	9,387	9,401	9,401	9,415	9,539	9,539
PROGRAM 5	0	0	0	0	0	0	0
PROGRAM 7S	22,770	30,515	33,012	33,456	32,966	33,124	32,849
PROGRAM 7H	6,450	6,192	6,809	5,979	5,652	5,731	5,554
PROGRAM 7	27,420	36,707	39,101	39,439	38,610	38,855	38,403
PROGRAM 8T	16,117	22,526	23,496	23,003	23,999	23,049	23,946
PROGRAM 8H	12,959	17,303	17,459	17,300	17,306	17,249	17,233
PROGRAM 80	4,162	5,241	5,493	5,705	5,909	5,943	5,576
PROGRAM 8	33,170	45,450	46,440	46,000	47,270	47,061	46,775
PROGRAM 9	10,233	13,663	13,408	13,674	13,547	13,455	13,475
PROGRAM 10	205	872	869	265	265	265	265
GRAND TOTAL	99,707	133,790	130,733	140,032	139,640	139,715	139,172

UNCLASSIFIED

PAGE 1

Figure 2.1.8 (Cont.). P/BS-RK78RPT4, GE/ABREMS Interface Report

UNCLASSIFIED

SUMMARY TOTALS BY APPROPRIATION

G.S./EM

TRANS-CONTROL-NUMBER	04-04-0040	04/22/04						
APCAT	YEAR 1 FY 04	YEAR 2 FY 05	YEAR 3 FY 06	YEAR 4 FY 07	YEAR 5 FY 08	YEAR 6 FY 09	YEAR 7 FY 10	
OPERATION & MAINT ARMY	90,707	133,700	130,733	140,032	139,640	139,715	139,172	
O & M ARMY NATIONAL GUARD	7,047	10,890	12,009	10,615	10,973	10,323	10,362	
OPER & MAINT ARMY RESERVE	5,239	7,391	7,301	7,345	7,373	7,324	7,330	
O & M TEST & EVAL	14,069	19,046	22,649	23,340	23,339	23,304	23,204	
PROMOTION OF RIFLE INFANTRY	11	15	15	15	15	15	15	
MILITARY AND CONSTR ARMY	0,324	11,059	11,002	9,794	9,791	9,721	9,721	
MIL CONSTR ARMY RESERVE	105	139	130	130	139	130	130	
ARMY INDUSTRIAL FUND	26,702	35,639	26,567	27,304	20,150	20,114	20,140	
ARMY MANAGEMENT FUND	0	0	0	0	0	0	0	
HOUSING ASSISTANCE	0	0	0	0	0	0	0	
MILITARY ASSISTANCE PROGRAM	79	110	112	112	112	112	112	
MILITARY FAMILY HOUSING	610	646	644	640	639	635	635	
GRAND TOTAL ALL APCATS	161,769	220,553	210,190	219,563	219,999	219,621	219,129	

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Figure 2.1.8 (Cont.). P/BS-RK78RPT4, GE/ABRFMS Interface Report

CONTROL TOTALS BY POIP AND RC FORMAT C2 WITH T0 TRAIL.

DECLASSIFIED

2-49

12-13

o Enter proper program/subprogram code

PROGRAM CODES

oo OMA PROGRAMS
CODE

20 General purpose forces (P2) (mission)
38 Intelligence (P3I)
39 Communications (P3C)
72 Supply (mission) (P7S)
73 Maintenance (P7MO)
81 Training (mission) (P8T)
84 Medical (mission) (P8M)
87 Other general personnel activities (P8O)
95 Administration and associated activities (mission)
(P9)
00 Support of other nations (P10)
11 Base operations (BOS) (minus) (P11)
12 Real property maintenance activities (RPMA) (P12)

oo OPA Programs

01 Tactical Support Vehicle
02 Communication and Electronic Equipment
03 Other Support Equipment

oo Guard and Reserve forces programs

50 National Guard programs
Reserve programs
51 USAR training and organization of mission forces
52 USAR depot maintenance and supply
53 USAR support activities

19-20

o Enter proper command code

A3 USACC
D1 Computer Generated MPA
N1 First Year Inflation
N2 Subsequent Year Inflation
P1 1st Year Inflation for RPA & NGPA
P2 Subs Year Inflation for RPA & NGPA
00 No designated command
06 TSC
08 OCE
11 TAG
12 ACSI
13 OCSA
17 USMA
18 NGB
21 USACIDC
(continued)

Figure 2.1.9 (Cont.). C-2 Coding Sheet

- 27, 29 o See C2 Notes 4 and 5
- 30, 31 o Enter "84"
- 32-80 o Insert resource quantities for each fiscal year.
 Year 1 is 84.
- o Enter dollars in thousands; manpower as end strength
 in eaches.
- o Indicate negative quantities by a minus (-) sign to the
 left of the numbers.
- o Right justify.

2-51

AUDIT TRAIL INFORMATION
(Lower part of C-2 sheet)

Columns:

- 1-2 o Enter T0. If more than one C2 sheet is used, put T0 on last sheet only.

- 3 o Enter proper action code:
 A = add a new record
 C = change resource quantity of a file record as shown (amount of change only)

- 4-7 o Write the same PDIP number that appears at the top of the C2 sheet.

- 12-13 o Use the appropriate BASE/POM file as the file update code. This indicates that the change will be reflected in that BASE/POM file dictionary.
 B3 = Rolls and Splits
 B4 = Repricing
 P1 = Prioritization
 P2 = Functional Review
 P3 = SELCOM
 P4 = POM Lock (CSA decision)

- 14-15 o Enter the proper agency code:
 AGENCY CODES

DM	1T	ACSI	2S
DPAE	9T	TAG	4T
TIG	5T	COE	7S
DCSOPS	3S	TSG	6T
DCSOPS (C4)	5S	CCH	8T
DCSPER	1S	TJAG	7T
DCSLOG	4S	CNGS	3T
DCSRDA	6S	CAR	2T
DOMA	9S		

- 16-61 o Enter a description of the reason for change. Include as applicable:
 - o Recosted due to error, etc.
 - o PDIP number (s) from/to which rolled/split
 - o Reduction, deletion, increase, etc. as directed by the functional panels
 - o Reason for SELCOM/CSA decision

Figure 2.1.9 (Cont.). C-2 Coding Sheet

C2 SHEET INFORMATION

Columns:

- 1-2 o Enter "C2"
- 3 o Enter proper action code:
 A = add a new record
 C = change resource quantity of a file record as shown
 (amount of change only)
- 4-7 o Enter PDIP code
- 8-11 o Enter proper resource code. Resource codes are left
 justified.

MILITARY RESOURCE CATEGORY CODES

ACIT	AIRCRAFT, PROCUREMENT
AFHC	ARMY FAMILY HOUSING CONSTRUCTION
AFHO	ARMY FAMILY HOUSING OPERATIONS & DEBT PAYMENT
AIF	ARMY INDUSTRIAL FUND
AMMO	AMMUNITION, PROCUREMENT
ASF	ARMY STOCK FUND
CLNS	CLAIMS DEFENSE
FLNC	SPECIAL FOREIGN CURRENCY
FLYA	FLYING PROGRAM - AIRCRAFT
FLYH	FLYING PROGRAM - AIRCRAFT HOURS
FLYM	FLYING PROGRAM - MRS SYSTEM DOLLARS
HOA	HOMEOWNERS ASSISTANCE FUND-DEFENSE
MCA	MILITARY CONSTRUCTION, ARMY
MCAR	MILITARY CONSTRUCTION, ARMY RESERVE
MCNG	MILITARY CONSTRUCTION, NATIONAL GUARD
MPA	MILITARY PERSONNEL, ARMY
MSLS	MISSILES PROCUREMENT
NARP	NATIONAL BOARD OF RIFLE PRACTICE
NCRA	NATIONAL GUARD PERSONNEL, ARMY
NORC	NO FULL TITLE FOR TCODE
OGL	OPERATING GAIN/LOSS
OLYM	SUMMER OLYMPICS
OMA	OPERATIONS AND MAINTENANCE, ARMY
OMAR	OPERATIONS AND MAINTENANCE, ARMY RESERVE
OMNG	OPERATIONS AND MAINTENANCE, NATIONAL GUARD
OPA	OTHER PROCUREMENT, ARMY
ORCF	OFFSET RECEIPTS
RDTE	RESEARCH, DEVELOPMENT, TEST AND EVALUATION
RPA	RESERVE PERSONNEL, ARMY
URS	WAR RESERVE STOCKS
WTCV	WEAPONS, TRACKED COMBAT VEHICLES
NOH	NO RESOURCE CODE

MANPOWER RESOURCE CATEGORY CODES

AAEN	ACTIVE ARMY ENLISTED
AAFS	ACTIVE ARMY ENLISTED STUDENTS
AAFT	ACTIVE ARMY ENLISTED TRAINING
AAOA	ACTIVE ARMY OFFICER - ACCESSION STUDENTS
AAOF	ACTIVE ARMY OFFICERS
AAOS	ACTIVE ARMY OFFICER STUDENTS
AAWO	ACTIVE ARMY WARRANT OFFICER
CART	CIVILIAN ARMY RESERVE TECHNICIAN
CFDH	CIVILIAN FOREIGN NATIONAL DIRECT HIRE
CFIH	CIVILIAN FOREIGN NATIONAL INDIRECT HIRE
CNGT	CIVILIAN NATIONAL GUARD TECHNICIAN
CUDH	CIVILIAN U.S. DIRECT HIRE
FLYP	FLYING PROGRAM - PERSONNEL SPACES
GFPD	NATIONAL GUARD ENLISTED 48 PAID DRILL
GEST	ACTIVE DUTY ARNG ENLISTED (PD FM NCP - A)
GOPD	NATIONAL GUARD OFFICER 48 PAID DRILL
GOST	ACTIVE DUTY ARNG OFFICER (PD FM NCP - A)
GPGF	ARMY NATIONAL GUARD ENLISTED PAY GROUP F
GPGP	ARMY NATIONAL GUARD ENLISTED PAY GROUP P
REOP	RESERVE ARMY ENLISTED - OTHER PAID
REPD	RESERVE ARMY ENLISTED - 48 PAID DRILL
REST	ACTIVE DUTY RESERVE ARMY ENLISTED (PD FM RP - A)
RETP	RETIRED PAY DEFENSE
ROOP	RESERVE ARMY OFFICERS - OTHER PAID
ROPD	ARMY RESERVE OFFICERS 48 PAID DRILL
ROST	ACTIVE DUTY RESERVE ARMY OFFICER (PD FM RP - A)
ROTA	RESERVE OFFICER TRAINING (ADVANCED)
ROTB	RESERVE OFFICER TRAINING (BASIC)
RPGF	RESERVE ARMY ENLISTED - ACT DUTY/TRAINING
UMAC	US MILITARY ACADEMY CADET

Figure 2.1.9 (Cont.). C-2 Coding Sheet

PDIP COORDINATION SHEET *

PDIP #: _____ PDIP TITLE: _____ SUMMARY OF CHANGE: _____ _____ _____ _____	DTG: _____ BASE FILE OR POP FILE: _____ (that reflects change) CHANGE TO BE COORDINATED: _____ POC NAME: _____ ROOM # _____ PHONE: _____ ARSTAF AGENCY: _____
---	---

			DA APPROPRIATION DIRECTORS			
APPN	NAME	ARSTAF AGENCY	PHONE#/ROOM #		SIGNATURE	CONCURRENCE
OMA(all)	LTC Louis	DACA-OM	X54052/3C652			YES / NO
P2	LTC Brantley	DAMO-ZF	X52271/3D526			YES / NO
P3C	Ms Leiby	DAMO-C4P	X72438/1D679			YES / NO
CP31	Mr. Pollack	DAHI-PB	X51756/2E477			YES / NO
P7H	MAJ Curl	DALO-RMB	X70755/1E599			YES / NO
P7S	LTC Groves	DALO-RMB	X71837/1E599			YES / NO
P8H	Mrs. Suter	DASC-RMB	X54021/3D478			YES / NO
P8T	LTC Brantley	DAMO-ZF	X52271/3D526			YES / NO
P8O	Ms Nelson	DAPE-MBB	X73185/2D685			YES / NO
P9	Ms Wang	DAPE-MBB	X78734/2D685			YES / NO
P10	LTC Brantley	DAMO-ZF	X52271/3D526			YES / NO
P11	LTC Daron	DALO-RMS	X72917/1D572			YES / NO
P12	Ms Corbridge	DAEN-ZCF-R	272-0600 Pulaski/#2103			YES / NO
	LTC Knell	DAEN-ZCF-R	X44380/1E685			YES / NO
MFA	Mr. Scharstein	DAPE-MBB-P	X52876/2D685			YES / NO
RPA	MAJ Shannon	DAAR-COP	X73530/1D432			YES / NO
OMAR	Ms Burton	DAAR-COP	X73530/1D432			YES / NO
NGPA	MAJ Shaffer	NCB-ARC-B	X74409/2D386			YES / NO
OMRC	Ms Rich	NCB-ARC-B	X74409/2D386			YES / NO
ASF	Mr. Plyhon	DALO-RMI	X73122/1D560			YES / NO
ASF(WRS)	Mrs. Murphy	DALO-RMI	X73122/1D560			YES / NO
<u>Procurement</u>						
Overall	MAJ Galley	DAMA-PPT	X50330/3D380			YES / NO
ACFT	LTC McKay	DAMA-WSA	X59571/3B454			YES / NO
MSLS	Mr. McClure	DAMA-WSM	X48215/3B455			YES / NO
UTCY	LTC Wagner	DAMA-WSW	X70106/3B454			YES / NO
AMMO	MAJ Peoples	DAMA-CSM	X44131/3C644			YES / NO
	MAJ Johnston	DAMO-TRS	X51687/1E593			YES / NO
<u>OPA</u>						
Overall	Mrs. Miller	DAMA-CSS	X48720/3D422			YES / NO
OPA 1	MAJ Pieck	DAMA-CSS	X48720/3D422			YES / NO
OPA 2	Mr. Hoskins	DAMA-CSC	X41851/3D433			YES / NO
OPA 3	MAJ Bagby	DAMA-CSS	X48720/3D422			YES / NO
RDTE	MAJ Rankin	DAMA-PPR	X75681/3D371			YES / NO
MRIS	MAJ Goodman	DAMO-FH	X55891/1A869			YES / NO
MCA	LTC Knell	DAEN-ZCF-R	X44380/1E685			YES / NO
MCAR	Mr. Boroska	DAAR-CH	325-8480/Hoffman #1-4434			YES / NO
MCNG	Mr. Stillman	NCB-ARI	X73688/2D379			YES / NO
AFH	LTC Higginbotham	DAEN-ZC	X43936/1E685			YES / NO
	Mr. Kneuvan	DAEN-ZCH	X272-0745/Pulaski			YES / NO
NOA	Mr. Fiscus	DAEN-REP-R	X272-0528/Pulaski-#5221			YES / NO
NAP	Mr. Bakke	DALO-SSA	43762/3D560			YES / NO
AIF	Mr. Harris	DALO-RMB	73220/1E559			YES / NO
INFLATION	Ms Little	DACA-BUR	X72687/3B714			YES / NO
<u>DA MANPOWER MANAGERS</u>						
MIL ACT	LTC Youmans/	DAPE-MBC	X70701/2A472			YES / NO
	LTC Lorr	DAMO-FDF	X76049/2D570			YES / NO
CIV ES	Mr. Fowler	DAPE-MBC	X41424/2A672			YES / NO
RESERVES	LTC Regosta	DAAR-PE	X51423/3E383			YES / NO
NAT GUARD	LTC Wollen	NCB-ARC-B	X74409/2E413			YES / NO
INDIVID	LTC Weibel	DAPE-MBM	X73857/2C744			*YES / NO

Figure 2.1.10. PDIP Coordination Sheet

ARSTAF PRIORITIZATION POINTS OF CONTACT							
PA	ARSTAF POC/RN/#	CONC	PAE POC/RN/#	CONC	DAWD-ZP POC/RN/#	CONC	
ST	MAJ Selvitelle/2D570/70324	YES/NO	LTC Grishaw/3C725/70085	YES/NO	MAJ Hall/3B513/73508	YES/NO	
MN	LTC Terry/2D457/57160	YES/NO	LTC Enlich/3C725/79780	YES/NO	MAJ Harvey/3B513/73688	YES/NO	
TR	LTC Cossey/1E533/70853	YES/NO	LTC Gill/3C725/70085	YES/NO	MAJ Harvey/3B513/73680	YES/NO	
MD	MAJ Carcone/BF763A/54089	YES/NO	COL Hilliard/3C725/79583	YES/NO	MAJ Thompson/3B513/72637	YES/NO	
FC	LTC Kneil/1E685/43084	YES/NO	LTC Means/3C738/75502	YES/NO	LTC Dabbieri/3B513/78946	YES/NO	
CR	LTC Buford/1D671/70371	YES/NO	MAJ Gohlbeck/3C747/74486	YES/NO	LTC Hefiger/3B513/73515	YES/NO	
BD	MAJ Galloway/3D390/50330	YES/NO	LTC McDougall/3C747/57737	YES/NO	LTC Mayton/3B513/73508	YES/NO	
SS	LTC McElroy/2D581/44385	YES/NO	LTC Boerthuis/3C747/56664	YES/NO	MAJ Anderson/3B513/72240	YES/NO	
MC	MAJ Perkins/1A474/45159	YES/NO	MAJ Gardiner/3C738/75502	YES/NO	MAJ Thompson/3B513/72637	YES/NO	

PAE/CDA COORDINATION**

CDA PDIP POC _____ OFC SYMBOL _____ ROOM/PHONE _____

CONCURRENCE (YES / NO)

PAE PDIP POC _____ OFC SYMBOL _____ ROOM/PHONE _____

CONCURRENCE (YES / NO)

* One Coordination Sheet per C-2 sheet attached.

**PAED Coordination must be lost.

Figure 2.1.10 (Cont.). PDIP Coordination Sheet

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2.2 Major Issues (Summer Issues)

2.2.1 General

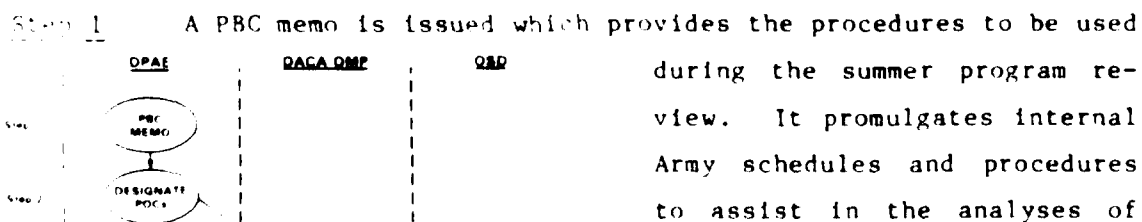
Shortly after the submission of the POM (paragraph 2.1), the Defense Resources Board (DRB) identifies major issues which usually have broad policy, force structure, program or resource implications. These issues are developed by the OSD as major issue papers and represent alternatives to proposals presented in the POM.

Resolution of issues is attempted through working level consultations between members of the ARSTAF Secretariat and counterparts in the OSD ("out-of-court settlement"). Major issues that cannot be resolved out-of-court are assigned to a decision category and published in one of eight issue books. These issue books are circulated to the Service staffs. The ARSTAF prepares and coordinates comments on specific issues and forwards the Army position through the SA to OSD and the DRB for final decision.

The summer issues cycle begins in early June and extends until late July when decisions are published by OSD in Program Decision Memoranda (PDM), which formally approve the POM with specific changes. The PDM are normally issued in mid-August. Army processing procedures and schedules for summer issues are published in PBC memoranda. ARSTAF POCs are designated to prepare and coordinate Army responses. If the issue has civilian manpower cost implications, DACA-OMP must cost out the alternatives and determine the funding impact.

The entire process is shown in the flow chart, Figure 2.2.1.

2.2.2 Processing Summer Issues



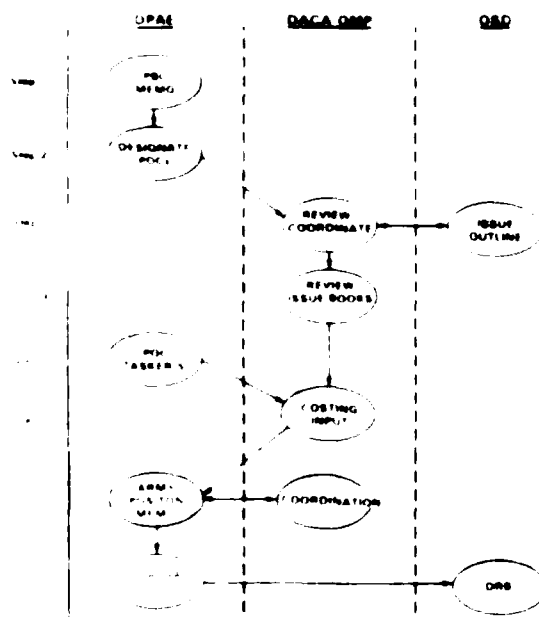
OSD Issue Books, preparation of Army responses, and preparation of the SA and CSA for attendance at DRB meetings (Figure 2.2.2).

Step 2 A PA&E Action Officer (AO) and ARSTAF POC(s) are designated for each issue.

Step 3 DACA-OMP coordinates with OSD counterparts to ensure OSD analysts have the information necessary to develop factually correct issue outlines.

Step 4 DACA-OMP reviews the issue books to identify issues having significant civilian manpower cost implications. A type issue from the Summer 1984 Issue Cycle is at Figure 2.2.3.

Step 5 PA&E or the ARSTAF POC issue taskers for input. While no two

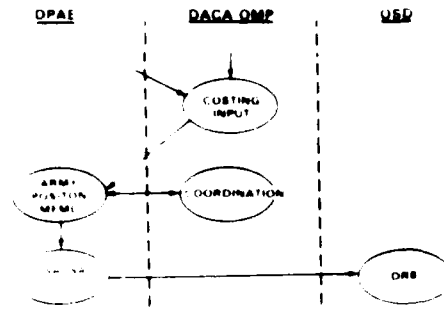


summer issues are handled in exactly the same manner, a typical tasker is at Figure 2.2.4. Input may be requested in the format specified in Enclosure 4, Figure 2.2.2 or in a format specified by the ARSTAF POC. (If the issue has been selected for out-of-court settlement, input is provided in the format specified in Enclosure 5, Figure 2.2.2). A follow-on tasker is at Figure 2.2.5. Note the specific tasking to DACA-OMP in paragraph 5a.

Step 6 Either in response to the tasker or on their own initiative DACA-OMP develops the costing in coordination with DAPE-MBC. Coordination may also be affected with other members of the ARSTAF or counterparts in the other Services.

Step 1

The Army's coordinated position is presented to OSD in a memo prepared by the ARSTAF POC through the CSA and SA. Note that



in the interim reply (Figure 2.2.6) a conscious decision was made to defer submitting cost data until after the OSD budget submission. The final reply (less Enclosure 1) is at Figure 2.2.7.

ACTION: Major Issues (Summer Issues)

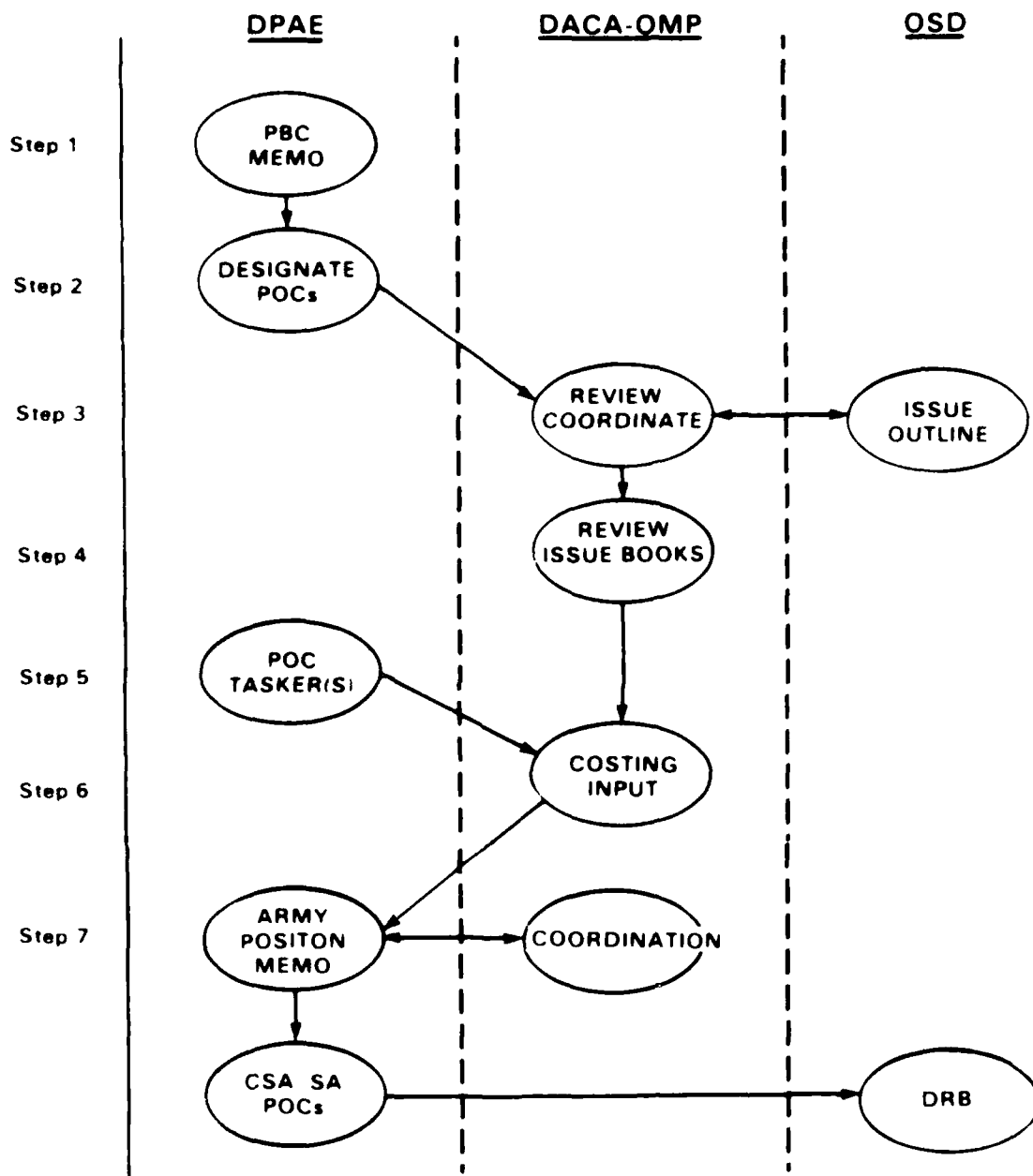


Figure 2.2.1. Major Issues (Summer Issues) Flow Chart



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON DC 20310

DACS-PBC
PBC MEMO 84-192

S: 1 June 1984
29 May 1984

MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: Summer 1984 Issue Cycle (Memo #3)

1. Reference PBC Memo 84-168, dated 19 April 1984, Subject: CY 198- Program Review Schedule (Memo #2).
2. The referenced memorandum announced OSD schedules and key dates of the Summer review of Service POMs.
3. The purpose of this memorandum is to (a) provide, for information, the OSD procedures to be used during the summer program review and (b) promulgate internal Army schedules and procedures to assist in analysis of OSD Issue Books, preparation of Army responses, and preparation of SA and CSA for attendance at DRB meetings.
 - a. At enclosure 1 is an initial listing of PAED Program Review (Issue Book) POCs. The Secretariat and each ARSTAF agency should designate overall coordinators for the Program Review Cycle. Key ARSTAF agencies will provide ARSTAF POCs for each book as indicated at enclosure 1. Other agencies should also appoint an issue book coordinator for those Issue Books which are expected to have an impact on their resources. The name, rank, room number, office telephone number, and home telephone number of each individual must be provided to LTC Medlock not later than 1 June 1984.
 - b. At enclosure 2 is a matrix containing dates and times for key actions on each of the Issue Books. There are only six days allocated from receipt of book to presentation of Army response and half that time is required by the leadership. It is important that the appropriate ARSTAF action officers are prepared for each Issue Book so that the individual issue papers for each book can be analyzed rapidly and an appropriate Army response prepared. There is no slack in the calendars of the leadership; therefore, late receipt of Issue Books will not result in any schedule change. The D,PAE will represent the SA on a DRB issue screening committee on 11 June. Hopefully, during that session advance copies of issue paper outlines will be available for distribution and for early analysis and evaluation.

DACS-PBC

SUBJECT: Summer 1984 Issue Cycle (Memo #3)

c. At enclosure 3 is a detailed description of the activities specified on the schedule at enclosure 2.

d. The final products of the Summer 1984 Issue Cycle are the Service Program Decision Memoranda (PDMs) which the DEPSECDEF is scheduled to sign on 14 August. There is no reclama avenue on the PDM; therefore, the Army response to the Issue Books and preparation of the SA for DRB meetings are critical.

4. Early ARSTAF involvement in the program review process is essential.

a. Coordination with OSD counterparts is critical from now until 2 June to ensure OSD analysts do not develop factually incorrect issue outlines resulting from a lack of information.

b. Once the DRB screening committee accepts and assigns issue paper outlines to Issue Books, key ARSTAF POCs must work closely with the PAE Issue Book POC to surface critical issues for the Army response. The draft Army Issue Book response prepared for VCSA signature will reflect coordination of the appropriate (Key ARSTAF) PBC principal member when forwarded to Director, Program Analysis and Evaluation (D,PA&E). Depending on how the issues develop, other ARSTAF agencies whose programs are affected may coordinate with the PA&E POC on the Army response. Once the Issue Books arrive from OSD, there is little time for normal staffing procedures, so ready access to ARSTAF POCs and responsiveness to requests for assistance are essential. Item 4 of enclosure 2 indicates the cut-off time for ARSTAF input to PAE for the draft Army response to each Issue Book.

c. After the Army receives each Issue Book and the Army response is sent to OSD, the ARSTAF and PAE Program Review POCs must provide additional information on each issue paper, such as OSD position, OMB position, Army counter, etc. This will facilitate the preparation of the SA and CSA for the DRB session on each Issue Book. A format is provided at enclosure 4. The appropriate PBC principal is the appropriate level for all input. Inputs should stress significant things which the SA and CSA need to be aware of during the DRB meetings.

d. In all cases above, ARSTAF elements should keep the appropriate Army Secretariat elements informed.

5. During the Summer program review process it is possible to solve minor problems without formal presentation at the Defense Resources Board. The procedure for solving these problems is called an "out-of-court settlement," and involves an agreement between OSD Agencies and the affected Services to fix a problem by transferring resources between programs.

DACS-PBC
SUBJECT: Summer 1984 Issue Cycle (Memo #3)

a. At enclosure 5 is the OSD format for treating out-of-court settlements. The final approval for Army settlements is the Director, PAE acting as the program review coordinator for the Secretary of the Army. The D,PAE signature on the "Tentative Approval Component Head" line of enclosure 5 indicates Army acceptance of an out-of-court settlement.

b. ARSTAF agencies who are offered, or undertake to negotiate, out-of-court settlements will provide to PAE a copy of the proposed settlement as shown at enclosure 5.

c. When forwarded to D,PAE, proposals for out-of-court settlements will reflect, by a separate means (memo, coordination sheet, etc.), the coordination of the appropriate PBC principal for all interested ARSTAF agencies.

d. Following OSD approval, the originating ARSTAF agency will provide the final copy with all signatures to D,PAE. This will ensure that the Secretary's Program Decision Memorandum will include the necessary resource changes.

e. Attached for information at enclosure 6 is the OSD memo describing the Summer review procedures.

f. Questions concerning this memorandum or the Summer Issue Cycle should be addressed to the Army overall coordinator, LTC Randy Medlock, X31227-14.

FOR THE CHAIRMAN OF THE PROGRAM AND BUDGET COMMITTEE:



DAVID K. PEARCE
LTC, GS
Executive for Programing, PB

6 Enc-1

FY 86
ARMY PROGRAM REVIEW POCs

Army Program Review Manager - MG Noah, D.PAF, X54617, 3C718.
 Army Staff Overall Coordinator - LTC Randy Medlock, PAFD, X50727, 3C738.
 Army Secretariat Overall Coordinator - COL Carl Clark, OASA (11AFM), X73556, 3E572.

ISSUE BOOK	PAE POC	TELEPHONE NO	ROOM NO	KEY ABSTAP AGENCY
1. Policy & Risk Assessment	LTC(P) Matt Miller	X50726	3C738	ODCSOPS
2. Nuclear Forces	LTC Bill Wight	X75486	3C738	ODCSOPS
3. Conventional Forces	LTC(P) Clair Gill	X70260	3C725	ODCSOPS
4. Modernization & Investment	MAJ(P) Joe Oebbecke	X74686	3C747	ODCSRDA
5. Readiness & Other Logistics	LTC(P) Mark Beerthuis	X57737	3C747	ODCSLOC
6. Manpower	LTC(P) Rich Entlich	X72843	3C725	ODCSPER
7. Intelligence	MAJ Mike Mancino	X78631	3C738	OACSI
8. Management Initiatives	LTC Dick Mull	X76047	3C738	ODCSRDA/OCOA

Encl 1

Figure 2.2.2 (Cont.). PRC Memo - Summer Issues

		SUMMER 1984					AS OF 10 May 1984		
ACTION	POLICY & BUDGET ASSIGNMENT	MILLAGE FUNDING	CONSTRUCTIONAL FUNDING	INVESTMENT A FUNDING	RESEARCH FUNDING	MANPOWER INITIATIVES A	MANPOWER INITIATIVES B	MANPOWER INITIATIVES C	MANPOWER INITIATIVES D
1. Review Issue Book	9 Jul	10 Jul	11 Jul	12 Jul	13 Jul	14 Jul	15 Jul	16 Jul	17 Jul
2. Issue Book to Staff/Secretariat	9 Jul	10 Jul	11 Jul	12 Jul	13 Jul	14 Jul	15 Jul	16 Jul	17 Jul
3. PAF Info Paper to Leadership	10 Jul	11 Jul	12 Jul	13 Jul	14 Jul	15 Jul	16 Jul	17 Jul	18 Jul
4. ADSTAF Input to PAF for Army Response	10 Jul	11 Jul	12 Jul	13 Jul	14 Jul	15 Jul	16 Jul	17 Jul	18 Jul
5. Prebrief D.PAF	11 Jul	12 Jul	13 Jul	14 Jul	15 Jul	16 Jul	17 Jul	18 Jul	19 Jul
6. Read ahead Book to	12 Jul	13 Jul	14 Jul	15 Jul	16 Jul	17 Jul	18 Jul	19 Jul	20 Jul
7. Brief VCSEA (T)	13 Jul	14 Jul	15 Jul	16 Jul	17 Jul	18 Jul	19 Jul	20 Jul	21 Jul
8. Army Response to OSO	16 Jul	17 Jul	18 Jul	19 Jul	20 Jul	21 Jul	22 Jul	23 Jul	24 Jul
9. Comment Sheets from Staff/Secretariat	17 Jul	18 Jul	19 Jul	20 Jul	21 Jul	22 Jul	23 Jul	24 Jul	25 Jul
10. Review DDB members comments	18 Jul	19 Jul	20 Jul	21 Jul	22 Jul	23 Jul	24 Jul	25 Jul	26 Jul
11. Distribute DDB members comments	18 Jul	19 Jul	20 Jul	21 Jul	22 Jul	23 Jul	24 Jul	25 Jul	26 Jul
12. Brief D.PAF on Smart Sheets	19 Jul	20 Jul	21 Jul	22 Jul	23 Jul	24 Jul	25 Jul	26 Jul	27 Jul
13. Smart Book Read ahead to Leadership	20 Jul	21 Jul	22 Jul	23 Jul	24 Jul	25 Jul	26 Jul	27 Jul	28 Jul
14. DDB Prep Session (CSA Offr)	21 Jul	22 Jul	23 Jul	24 Jul	25 Jul	26 Jul	27 Jul	28 Jul	29 Jul
15. DDB (1P828)	26 Jul	27 Jul	28 Jul	29 Jul	30 Jul	31 Jul	1 Aug	2 Aug	3 Aug
16. DDB Debrief (2P887)	26 Jul	27 Jul	28 Jul	29 Jul	30 Jul	31 Jul	1 Aug	2 Aug	3 Aug

Encl 2

Figure 2.2.2 (Cont.). PBC Memo - Summer Issues

ACTION DESCRIPTION

ITEM

1. Receipt of Issue Books from OSD. Picked up from OSD(PA&E) by LTC Medlock.
2. Issue Books are distributed to ARSTAF and Secretariat.
3. PAE Issue Book POC writes information paper summarizing Issue Book, and writes a draft Army response summarizing key Army concerns with Issue Book. Notebooks containing Info Paper and Issue Books are delivered to SA, USA, ASA(IL&FM), CSA, VCSA, DAS, and D,PAE by LTC Medlock.
4. The PAE Issue Book POC will coordinate the draft Army response with the key ARSTAF agency. Cut off date and time for ARSTAF input to the draft is shown.
5. PAE Issue Book POC briefs D,PAE on Issue Book and the Army response. Key ARSTAF Agency is invited to send a General Officer to session in 3C718. Other Agencies contact LTC Medlock if attendance is deemed necessary.
6. The Issue Book Notebooks distributed in item 3 above are retrieved from SA, USA, CSA, ASA(IL&FM), VCSA, DAS, and D,PAE by LTC Medlock and updated.
7. D,PAE briefs VCSA on Issue Book and Army response. Also in attendance are ASA(IL&FM), DAS, proponent ASA, key ARSTAF General Officer, and DAB. VCSA signs Army response or provides final fixes.
8. LTC Medlock obtains final approved version of the Army response and forwards to OSD. ARSTAF and Secretariat receive copy via PBC Memorandum.
9. Staff and Secretariat return comments on Issue Book to PA&E Issue Book POC for use in preparing smartsheet facing pages in leadership notebooks (for SA and CSA use at DRB meeting).
10. Army receives other DRB member responses to Issue Book from OSD. Picked up from OSD (PA&E) by LTC Medlock.
11. Issue Book responses from other DRB members distributed to notebooks of all parties mentioned in item 3.
12. PAE Issue Book POC briefs D,PAE on Issue Book and smart sheets designed to prepare SA and CSA for DRB meeting. Key ARSTAF agency General Officer is invited to participate. Session is in Room 3C718.
13. The SA, USA, ASA(IL&FM), CSA, VCSA, DAS and D,PAE notebooks are updated with smart sheets to prepare for DRB Meeting. Read-ahead provided to key ARSTAF principal.
14. D,PAE briefs SA, USA, ASA(IL&FM), CSA, VCSA, and DAS on Issue Books. Only the key ARSTAF principal should attend.
15. SA and CSA attend DRB session on Issue Book.
16. SA and CSA debrief results of DRB session.

Encl 3

Figure 2.2.2 (Cont.). PBC Memo - Summer Issues

CLASSIFICATION

COMMENTS ON

ISSUE BOOK (#) _____ (TITLE) _____

ISSUE _____

OSD ISSUE/ States issue or position clearly, paraphrases as necessary.
POSITION Identifies issue subelements as required. Enumerates subelements
- using bullets.

ARMY POSITION Clearly and simply states the Army position. Elaborates as
necessary to avoid ambiguities.

DISCUSSION: Bullet format. Supports points made in Army position. Clarifying
charts/graphs must be simple. Main points "up front."

APPROVED BY _____

OFFICE SYMBOL _____

ACTION OFFICER _____

COORDINATION _____

Encl 4

Figure 2.2.2 (Cont.). PBC Memo - Summer Issues

Format for Out-of-Court Settlements

(U) ISSUE: (Short descriptive title)

(U) DISCUSSION: (Include description of POM program, changes to it and why they are desirable, and recommended program offsets).

(U) COST AND MANPOWER IMPACTS RELATIVE TO POM 1/

(U)	TOA (FYDP \$M) and Manpower (000)				
	<u>FY86</u>	<u>FY87</u>	<u>FY88</u>	<u>FY89</u>	<u>FY90</u>
<u>TOA Changes</u>					
Issue	+19	+10	+2	+8	+4
Offset	-19	-10	-2	-8	-4
<u>Manpower Changes</u>					
Issue	--	--	--	--	--
Offset	--	--	--	--	--

(U) TENTATIVE APPROVAL 2/

Sponsoring DRB Member 3/

Component Head 4/

Coordination 5/

Executive Secretary to
the Defense Resources Board

- 1/ Increases must be offset by reductions of an equal amount, as indicated in the instructions.
- 2/ Type in office symbol and signature block for each person who will sign the settlement.
- 3/ Or his principal deputy.
- 4/ The head of the component whose POM is affected may authorize his principal deputy or representative on the Program Review Group to sign for him.
- 5/ To be signed by other concerned DRB members.

(U) Active, Reserve and Civilian Mix. Work with the Air Force, Navy, and ASD(M&IL) to develop and implement in the FY 1986 Budget Submission a plan to obtain the most efficient resource mix (i.e., a reduction in the number of high grade civilians) by achieving grade structure changes or securing equal dollar savings by other efficiencies, or a combination of the two. Pay particular attention to Productivity Enhancing Capital Investments (PECI).

Figure 2.2.3. Type Summer Issue



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF FOR PERSONNEL
WASHINGTON, D.C. 20310

REPLY TO
ATTENTION OF

4 SEP 84

DAPE-ZIP

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Civilian High Grade Management

1. Reference ASA(MI&L) memorandum, dated 4 Sep 84, subject: Civilian High Grade Management, Enclosure 1.
2. ODCSPER and COA action officers have already met several times to discuss probable reactions to the PDM statement on high grades (Enclosure 2). We now have a suspense of 11 Sep 84, next Tuesday, by which to prepare a specific response.
3. In a meeting yesterday with Dr. West, Deputy Comptroller, it was decided to respond with an estimate of high grade savings to be achieved in FY85, measured against an FY85 baseline for civilian personnel salaries and manyears.
4. Categories in which savings are to be estimated are noted on the attached chart.
5. In addition to estimating high grade savings, our plan is to include a means of tracking actual savings achieved.
6. Please provide your estimates and tracking method to this office by COB Friday, ~~7~~ Oct 84. Action officer on this task is Ms. Devorah Katzovitz.

FOR THE DEPUTY CHIEF OF STAFF FOR PERSONNEL:

RONALD T. JOHNSTON
Lieutenant Colonel, GS
Chief, Personnel Programs
Analysis Office

Encl

DISTRIBUTION:
ASA(M&RA) (Mr. Manning)
DACS-DPM (Ms. McMahan)
DACA-OMP (Ms. Rogers)
DACA-DM (Mr. Erickland)
DAPE-CPP (Mr. Shayne)
DAPE-MBC (Mr. Blount)

Figure 2.2.4. Summer Issue Tasker



MANPOWER,
INSTALLATIONS
AND LOGISTICS

THE ASSISTANT SECRETARY OF DEFENSE

WASHINGTON, D.C. 20301

04 SEP 1984

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Civilian High Grade Management

Recent discussions with both the Office of Management and Budget and the Office of Personnel Management and the recent deliberations of the Defense Resources Board indicate a need for the Military Services and the larger Defense Agencies to develop a plan to conform with the Administration's commitment to the most efficient civilian manpower resource mix. This specifically applies to a reduction in the number of high grade (GS-11 through GS-15) civilians. The plan must address the Department's ability to change its civilian grade structure or to achieve equal dollar savings through management efficiencies, such as the commercial activities program, efficiency reviews, and productivity enhancing capital investments.

OMB will conduct an exacting review of the overall DoD plan and progress in meeting goals. In order to maintain credibility, the Components must identify their civilian personnel salary and manyear baseline which is consistent with the FY 1985 President's budget submission. Component plans must include a method of tracking civilian payroll resource reductions from this baseline which is accomplished under their high grade resource reduction plan. Any growth or decline in civilian resources associated with new requirements, civilianization, etc. which causes adjustments to 1985 baselines must be identified.

Components will be given maximum leeway in meeting civilian payroll reductions associated with this program. For instance, shifting payroll resources to Component-sponsored productivity enhancing capital investment is a recommended approach. Civilian payroll may be reduced from the 1985 baseline through efficiency reviews, actual high grade reductions, position management programs, etc., as long as the programs and progress against baselines are identifiable and trackable.

Figure 2.2.4 (Cont.). Summer Issue Tasker

Request that you submit a copy of your plan to this office by September 11, 1984. Approved plans will be implemented in the fall budget review.

The Defense Logistics Agency and the Defense Mapping Agency are the only Defense Agencies requested to submit a plan at this time. All other Defense Agencies will receive additional guidance in the future.

Lamorne J. Hall

DRAFT CHART

FY85 PB BASELINE:

HIGH GRADE (GS/GM 11-15) SALARIES \$ _____

HIGH GRADE (GS/GM 11-15) MANYEARS \$ _____

ESTIMATED SAVINGS

CCA:

COMMERCIAL ACTIVITIES

HG POSITIONS

ES SPACES

PECIP

HG POSITIONS

ES SPACES

APORS

HG POSITIONS

ES SPACES

DCSPER:

POSITION MANAGEMENT

HG POSITIONS

ES SPACES

NEW OPM STANDARDS
(REQUIRING DOWNGRADES)

HG POSITIONS

ES SPACES

USAMARDA SURVEYS MS³

HG POSITIONS

ES SPACES

SUM

HG POSITIONS TO BE SAVED _____

VS 22 BASELINE _____

ES SPACES TO BE SAVED _____

Figure 2.2.4 (Cont.). Summer Issue Tasker



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF FOR PERSONNEL
WASHINGTON, D.C. 20310

REPLY TO
ATTENTION OF

DAPE-ZXP

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Taskers Resulting from 5 Sep 84 Meeting on Civilian High Grade Management

1. Reference my 4 Sep 84 memo, subject: Civilian High Grades.
2. Mr. Bill Manning, Deborah Katzovitz and I met with John Davey (OSD: Dr. Korb's staff) about our need to extend the OSD 11 Sep suspense. He agrees, and noted that the other Services are only responding with a brief memo explaining how their plans will be developed; their plans will be included in their FY86 budgets. Mr. Davey actually needs our data in time for an OSD/Services civilian manpower review scheduled for early October.
3. Mr. Davey also noted that OSD has never agreed to a reduction in high grades or a cut in end strength. He stressed that he wants to show our genuine intent and success in achieving dollar savings. Although Dr. Korb's memo did not give a savings target, Mr. Davey admitted that we are operating under a target of two percent (above and beyond the \$14.7M hit already taken).
4. Given this conversation, this office will respond, with your coordination, to the 11 Sep suspense with a brief memo outlining what our plan will contain. Our actual plan, including savings estimates, will be submitted by 5 Oct 84, and will be included as a special display in our FY86 budget.
5. Taskers assigned at our 4 Sep meeting are noted below. All assignments are due to this office Thursday, 27 Sep 84.

TASK	PROONENT	ASSISTANCE
a. Develop FY85 baselines for civilian high grades' manyears and personnel costs	Sandy Rogers DACA-OMP 77669 3B666	Deborah Katzovitz and FY86 DAPE-ZXP 57160 2D657 Cal Roberts DAPE-CPP 53048 2C662 Lisa Jacquet PA&E 72483 3C725

Figure 2.2.5. Summer Issue Follow-on Tasker

DAPE-ZXP

SUBJECT: Taskers Resulting from 5 Sep 84 Meeting on Civilian High Grade Management

TASK	PROONENT	ASSISTANCE
b. Develop dollar, manyear, and high grade manyear savings (not cost avoidance) estimates.	Mary Walker DACA-RM (For COA actions) 51120 2C662	Devorah Katzovitz Lisa Jacquet
	Cal Roberts (For position management, & new OPM standards)	Devorah Katzovitz Lisa Jacquet
c. Explain high grade growth since FY81 to FY86, programatically	Dave Blount DAPE-MBC 56596 2A672	Devorah Katzovitz Lisa Jacquet Cal Roberts
Explain reapplica- tion of savings, FY85 to FY86.		

FOR THE DEPUTY CHIEF OF STAFF FOR PERSONNEL:

RONALD T. JOHNSTON
Lieutenant Colonel, GS
Chief, Personnel Programs
Analysis Office



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF FOR PERSONNEL
WASHINGTON, D.C. 20310

REPLY TO
ATTENTION OF

10 SEP 1984

DAPE-ZCP

MEMORANDUM THRU CHIEF OF STAFF, ARMY
ASSISTANT SECRETARY OF THE ARMY (MANPOWER AND RESERVE AFFAIRS)
FOR ASSISTANT SECRETARY OF DEFENSE (MANPOWER, INSTALLATIONS AND LOGISTICS)
SUBJECT: Civilian High Grade Management

1. Reference your 4 September 84 memorandum to the Secretaries of the Military Departments, subject: Civilian High Grade Management.
2. The Army is committed to efficient manpower management, and is actively and continuously reviewing its civilian manpower program and grade structure through manpower, position and efficiency reviews. This year, we activated U.S. Army Manpower Requirements and Documentation Agency (USAMARDA), replacing our manpower survey system with a requirements standards based system. Manpower savings achieved have been reapplied toward new workload or workload that was only partially resourced.
3. We believe no valid assessment of any part of our workforce (such as civilian employees, or high grade civilians) can be made without considering that part in the context of the entire workforce. In the past fiscal year, the Army has leveled its active component, shifting growth to the Reserves and to its civilian component. Most importantly, we have implemented the civilian substitution or conversion program and are implementing the Force Alignment Plan. Both of these programs shift officers to TOE units and tend to increase our requirements for high grade civilians.
4. The Army's plan to reduce civilian manpower dollars equivalent by two percent of civilian personnel for GS/QM 11-15 includes the following. The Army will submit an OP-8 "Analysis of Civilian Personnel Costs Exhibit" with FY 1986 OSD Budget Submission which will not reflect this reduction for FY 86. However, on 5 October 1984 the Army will submit a revised OP-8 Exhibit which will incorporate these savings within the personnel costs. An additional exhibit showing the reapplication of these savings will be included at this time.

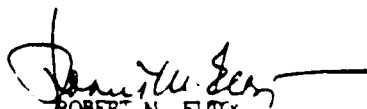

ROBERT M. ELTON
Lieutenant General, GS
Deputy Chief of Staff
for Personnel

Figure 2.2.6. Army Summer Issue Interim Reply

MEMORANDUM FOR	Mr. Manning DASA (COMBAT)		2591	DIRECTORATE		DAE - EXP				
	ADSPER			ACTION OFFICER &		D. Katzoutz 57160				
	DESPER			TELEPHONE NO		11 Sept 84				
DATE										
SUBJECT Civilian High Grade Memo										
INFORMATION		X	APPROVAL		SIGNATURE		INITIALS			
SUSPENSE		DAS		OSA		(OSD) 11 Sept 84				
<p>1. Ref. to US 4 Sep 84 Memo, tab 2.</p> <p>2. Response outlining Army's "plan" to reduce civilian personnel costs by equivalent of 2% of GS/GM 11-15 is at tab 1.</p> <p>3. Response fully coordinated, as indicated by 10 Sep 84 Form 295.</p> <p>4. Request approval.</p>										
IMPLICATIONS	BUDGET			MANPOWER			RESERVE COMPONENTS	CONGRESSIONAL		
	Yes	X	No	Yes	X	No	Yes	No		
COORDINATION				APPROVALS				ACTION TAKEN		
DAE - MHC DAE - CP PASC DACI - CMP DACI - AM						INITIAL	DATE		ADJUTANT	DCSPER
								CONCUR		
				BRANCH CHIEF				APPROVED		
				DIV CHIEF			11 Sept 84	NOTED		
				DIRECTOR				SEE ME		
				EXECUTIVE				BRIEF		

DDCSPER FORM 295
1 January 1979

INTRAOFFICE CONTROL

PREVIOUS EDITION OF THIS FORM IS OBSOLETE

Figure 2.2.6 (Cont.). Army Summer Issue Interim Reply



MANPOWER,
INSTALLATIONS
AND LOGISTICS

THE ASSISTANT SECRETARY OF DEFENSE

WASHINGTON, D.C. 20301

04 SEP 1984

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Civilian High Grade Management

Recent discussions with both the Office of Management and Budget and the Office of Personnel Management and the recent deliberations of the Defense Resources Board indicate a need for the Military Services and the larger Defense Agencies to develop a plan to conform with the Administration's commitment to the most efficient civilian manpower resource mix. This specifically applies to a reduction in the number of high grade (GS-11 through GS-15) civilians. The plan must address the Department's ability to change its civilian grade structure or to achieve equal dollar savings through management efficiencies, such as the commercial activities program, efficiency reviews, and productivity enhancing capital investments.

OMB will conduct an exacting review of the overall DoD plan and progress in meeting goals. In order to maintain credibility, the Components must identify their civilian personnel salary and manyear baseline which is consistent with the FY 1985 President's budget submission. Component plans must include a method of tracking civilian payroll resource reductions from this baseline which is accomplished under their high grade resource reduction plan. Any growth or decline in civilian resources associated with new requirements, civilianization, etc. which causes adjustments to 1985 baselines must be identified.

Components will be given maximum leeway in meeting civilian payroll reductions associated with this program. For instance, shifting payroll resources to Component-sponsored productivity enhancing capital investment is a recommended approach. Civilian payroll may be reduced from the 1985 baseline through efficiency reviews, actual high grade reductions, position management programs, etc., as long as the programs and progress against baselines are identifiable and trackable.

Figure 2.2.6 (Cont.). Army Summer Issue Interim Reply

01-2973

Request that you submit a copy of your plan to this office by September 11, 1984. Approved plans will be implemented in the fall budget review.

The Defense Logistics Agency and the Defense Mapping Agency are the only Defense Agencies requested to submit a plan at this time. All other Defense Agencies will receive additional guidance in the future.

Lawrence J. Hall

MEMORANDUM FOR			DIRECTORATE		DAPE-EXP							
	ADCSER		ACTION OFFICER & TELEPHONE NO.		DEVORAH KATZOVITE 57160							
	DCSPER		DATE		10 SEPT. 84							
SUBJECT <i>Civilian High Grades</i>												
INFORMATION		APPROVAL		SIGNATURE		INITIALS						
SUSPENSE		DAS		OSA		(OSD) 11 SEPT 84						
<p>1. Draft response to Mr. Keil's memo on high grades is attached, along with Keil's memo.</p> <p>2. Coordination:</p> <p>DAPE-MB (Gave Blount) concurs.</p> <p>DAPE-CP (Harvey Shagurs) concurs, with minor changes recommended. Note that CP only carries "Savings" as \$A, not spaces.</p> <p>DACA-OMP (Sandy Rogers) concurs, with major changes recommended: (1) offer no data now; wait till the "plan" itself; (2) rewrite last para. (with John Manning's assistance - DACA/mars).</p> <p>DACA-RM (Mary Walter) concurs.</p> <p>PADE (Ave Scholl): no response as of 1445. @ 1500: concurs</p> <p>LT Johnston - Rm. Good action - per the memo that we have a good man/woman pick up to</p>												
IMPLICATIONS	BUDGET			MANPOWER			RESERVE COMPONENTS			CONGRESS		
	Yes	X	No	Yes	X	No	Yes	No	Yes	No	No	
COORDINATION				APPROVALS				ACTION TAKEN				
						INITIAL	DATE			ADCSER	DCSPER	
								CONCUR				
								APPROVED				
								NOTED				
								SEE ME				
				EXECUTIVE				BRIEF				

ODCSER FORM 295
1 January 1979

INTRAOFFICE CONTROL

PREVIOUS EDITION OF THIS FORM IS OBSOLETE

Figure 2.2.6 (Cont.). Army Summer Issue Interim Reply



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF FOR PERSONNEL
WASHINGTON, DC 20310

REPLY TO
ATTENTION OF

17 OCT 1984

DAPE-ZXP

MEMORANDUM THRU CHIEF OF STAFF, ARMY
ASSISTANT SECRETARY OF THE ARMY (MANPOWER AND RESERVE AFFAIRS)
FOR ASSISTANT SECRETARY OF DEFENSE (MANPOWER, INSTALLATIONS AND LOGISTICS)
SUBJECT: Civilian High Grade Management--INFORMATION MEMORANDUM

RICHARD W. LANE

CH. GS, CIVILIAN, 70000

William E. Manning

1. References:

a. ASD(MI&L) Memorandum for Secretaries of the Military Departments, Directors of the Defense Agencies, dated 4 Sep 84, SAB.

b. DAPE-ZXP Memorandum for Assistant Secretary of Defense (Manpower, Installations, and Logistics), dated 10 Sep 84, SAB.

c. Office of Personnel Management, Federal Personnel Management Bulletin 312-8, 27 July 1984, subject: Improved Position Management of GS/GM 11-15 Positions.

2. In response to reference 1a, the Army has developed a plan to reduce the civilian high grade (GS/GM 11-15) personnel costs in FY86 by the equivalent of 2% of the FY85 baseline. The Army determined that increased emphasis on better position management (PM) and a combination of reinvestment into productivity improvement programs, and improved workyear utilization are a sound management approach.

3. Reference 1c established that the basis for this program is the lack of effective PM. The Office of Personnel Management (Feb 84 evaluation), found the Army PM program warranted "Recommendation: None". The GAO (FY81 review) found the Army to be a "front runner" in PM in DoD. Since those reviews the Army has continued to improve its PM efforts. Examples include recent publication of the PM policy requiring redesign of uneconomical mixed grade level positions, and the revision of training courses for management and industrial engineers who conduct management reviews, including organizational structures during Army Performance Oriented Reviews and Standardized program management studies. In addition, MACOM commanders will be required to hold growth to a minimum (Encl 3) and civilian high grade growth will be closely monitored during quarterly reviews via the Planning and Budgeting Execution Review System. While mission requirements may require some additional growth, these measures will ensure it is minimized.

Figure 2.2.7. Army Summer Issue Final

AD-A182 373

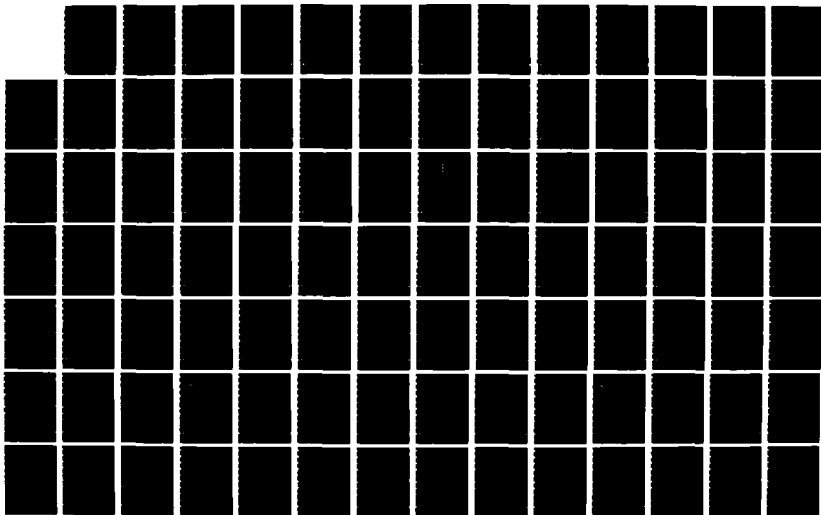
OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-84-84-CR-PT-2 MDA903-84-C-0117

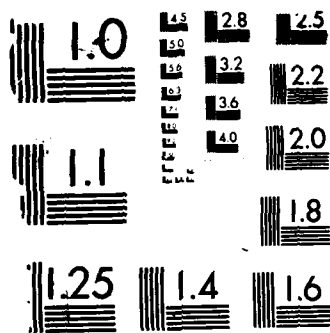
2/9

UNCLASSIFIED

F/G 5/1

NL





MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

DAPE-ZXP

SUBJECT: Civilian High Grade Management

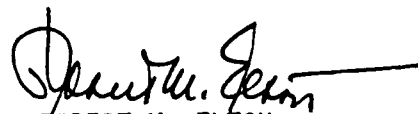
4. Funds will be reapplied toward Productivity Capital Investment Programs that will enable the Army to further increase its savings capability under the Economies, Efficiencies, and Management Improvements (EEMI) Program. The Army will continue to vigorously pursue ongoing EEMI initiatives which are resulting in significant savings in dollars and manpower while improving efficiency of operations. The FY86 OSD Budget Submit reflects EEMI savings of \$14.7 Billion for FY81-90. The more predominant programs included under EEMI that free up manpower spaces for reapplication or help to decrease the civilian grade structure are the Productivity Capital Investment Programs (labor saving equipment); CA (manpower savings from decisions to convert in-house functions to contracted operations); and the APORS Program.

5. Under APORS, an onsite review of non CA activities is conducted of processes, procedures, position management and grade structure, missions, functions and resources to determine the most effective and efficient organization. Although the program is in its infancy (began in CONUS FY84 and OCONUS in FY85), it has great potential for increasing productivity and making a significant number of manpower resources available for reapplication within the Army.

6. A portion of the payroll resources reduced will be reapplied toward management actions and initiatives that will improve the efficiency and effectiveness of Army programs, operations and systems. Additional civilian workyears and associated funding will be applied to programs experiencing a higher utilization of workyears than currently programmed such as Real Property Maintenance, Depot Maintenance, Medical Activities, etc, from which we expect to obtain a better return on backlog reduction.

7. Attached at Encl 1 is revised OP-8, "Analysis of Civilian Personnel Costs Exhibit" which incorporated the 2% GS/GM 11-15 savings within the personnel costs, and subsequent reapplication to increased workyear utilization.

8. We believe our proven record of PM accomplishments and our future commitment for further improvements in the program, warrant no reduction in our civilian high grade (GS/GM 11-15) workforce or our personnel cost budget. Support of this proposal will demonstrate to Army and all departments that it is worthwhile to pursue effective PM. We strongly believe we can achieve equivalent dollar savings through our productivity improvement program.



ROBERT M. ELTON
Lieutenant General, GS
Deputy Chief of Staff
for Personnel

3 Enclosures

1. Revised OP-8 Form
2. Audit Trail for Personnel Costs
3. DA Position Management Plan

DAPE-ZXP
SUBJECT: Civilian High Grade Management

COORDINATION:

ASA(M&RA)	<u>W. E. Manning</u> 16 Oct 84
DACS-DPM	<u>J. McMahon</u> 16 Oct 84
DACA-OM	<u>M. Hoffman</u> 15 Oct 84
DACA-RMP	<u>Mary Walker</u> 15 Oct 84
DAPE-MBC	<u>M. Jackson</u> 15 Oct
DAPE-CPP	<u>A. Yurkowski</u> by Chr 15 Oct 84
OMA	<u>Phonicon C. Olsen</u> 16 Oct 84
OMAR	<u>Phonicon J. Johnson</u> 16 Oct 84
OMNG	<u>L. LOPEZ</u> 16 OCT 84
RDTE	<u>Phonicon S. High Tower</u> 16 Oct 84
MCA	<u>Phonicon LTC Krell</u> 16 Oct 84
MCAR	<u>M. Krell</u> 15 Oct 84
AIF	<u>Phonicon - E. Whitehouse</u> 16 Oct 84
AFH	<u>Phonicon - J. Kneven</u> 16 Oct 84
OPA	<u>Phonicon - M. Miller</u> 16 Oct 84
MAP	<u>Phonicon - M. Moore</u> 16 Oct 84
NBPRP	<u>Phonicon - R. Jambreski</u> 16 Oct 84

FY36
CIVILIAN GS11-15 FUND REDUCTION AND REAPPLICATION
AUDIT TRAIL

	ES	WY	TOTAL COMPENSATION (\$000)
<u>TOTAL MILITARY FUNCTIONS</u>			
FY86 OSD Budget			
General Merit	11689	11719	622583
General Schedule *	230381	231832	6199419
(TOTAL)	(242270)	(243551)	(6822002)
GS/GM 11-15 Reduction			
General Merit			-12439
General Schedule			-54312
(TOTAL)			(-66751)
Reapplication		(+1877)	(+66751)
Civilian Workyears		+1877	+51348
Capital Investment Pgms			+15403
<u>OPERATION AND MAINT ARMY (OMA)</u>			
FY86 OSD Budget			
General Merit	7007	6850	376440
General Schedule *	156242	154551	3919472
(TOTAL)	(163249)	(161401)	(4295912)
GS/GM 11-15 Reduction			
General Merit			-7529
General Schedule			-31484
GS/GM AIF			-7265
(TOTAL)			(-46278)
Reapplication		(+1736)	(+46278)
Civilian Workyears		+1736	+46278
Capital Investment Pgms			0
<u>O&M ARMY NATIONAL GUARD</u>			
FY86 OSD Budget			
General Merit	438	438	20,141
General Schedule *	11859	11832	312,106
(TOTAL)	(12297)	(12270)	(332,247)
GS/GM 11-15 Reduction			
General Merit			-403
General Schedule			-1414
(TOTAL)			(-1817)

Encl 2

Figure 2.2.7 (Cont.). Army Summer Issue Final Reply

	ES	WY	TOTAL COMPENSATION
Reapplication			(1517)
Civilian Workyears			0
Capital Investment Programs			1817
<u>OPERATIONS AND MAINT ARMY RESERVE</u>			
FY86 OSD Budget			
General Merit	60	15	675
General Schedule *	9149	9096	212274
(TOTAL)	(9212)	(9111)	(212949)
GS/GM 11-15 Reduction			
General Merit			-14
General Schedule			-878
(TOTAL)			(-892)
Reapplication		(36)	(892)
Civilian Workyears		36	892
Capital Investment Pgms			0
<u>PROMOTION OF RIFLE PRACTICE</u>			
FY86 OSD Budget			
General Merit	0	0	0
General Schedule *	17	17	466
(TOTAL)	(17)	(17)	(466)
GS/GM 11-15 Reduction	0	0	0
<u>R&D TEST AND EVALUATION</u>			
FY86 OSD Budget			
General Merit	2407	2453	123003
General Schedule	20904	20676	650971
(TOTAL)	(23311)	(23129)	(773974)
GS/GM 11-15 Reduction			
General Merit			-2460
General Schedule			-10310
GS/GM AIF			-163
(TOTAL)			(-12933)
Reapplication			(12933)
Civilian Workyears			0
Capital Investment Pgms			12933

Figure 2.2.7 (Cont.). Army Summer Issue Final Reply

	ES	WY	TOTAL COMPENSATION
<u>MILITARY CONSTRUCTION ARMY</u>			
FY86 OSD Budget			
General Merit	732	723	35800
General Schedule *	7008	7399	294491
(TOTAL)	(7740)	(8122)	(330291)
GS/GM 11-15 Reduction			
General Merit			-716
General Schedule			-3297
(TOTAL)			(-4013)
Reapplication			(4013)
Civilian Workyears		99	4013
Capital Investment Pgms			0
<u>MILITARY CONSTRUCTION ARMY RESERVE</u>			
FY86 OSD Budget			
General Merit	8	8	459
General Schedule *	113	111	3815
(TOTAL)	(121)	(119)	(4274)
GS/GM 11-15 Reduction			0
<u>ARMY INDUSTRIAL FUND</u>			
FY86 OSD Budget			
General Merit	1225	1223	65620
General Schedule *	23940	26991	777302
(TOTAL)	(25165)	(28214)	(842922)
GS/GM 11-15 Reduction			
General Merit			(-1312)
General Schedule			(-6851)
(TOTAL)			(- 160)
Reapplication			(8163)
Adjustments shown under customer accounts.			
<u>MILITARY ASSISTANCE PROGRAM</u>			
FY86 OSD Budget			
General Merit	4	4	218
General Schedule *	133	130	3305
(TOTAL)	(137)	(134)	(3523)
GS/GM 11-15 Reduction			0

Figure 2.2.7 (Cont.). Army Summer Issue Final Reply

	ES	WY	TOTAL COMPENSATION
<u>MILITARY FAMILY HOUSING</u>			
FY86 OSD Budget			
General Merit	5	5	227
General Schedule *	1016	1029	25217
(TOTAL)	(1021)	(1034)	(25444)
GS/GM 11-15 Reduction			
General Merit			-5
General Schedule			-78
GS/GM AIF			-72
(TOTAL)			(-165)
Reapplication		(6)	(165)
Civilian Workyears		6	165
Capital Investment Pgms			0
<u>GPA (ASSOCIATED WITH INDUSTRIAL FUND SPACES)</u>			
GS/GM 11-15 Reduction			
General Merit			-105
General Schedule *			-548
Reapplication			
Capital Investment Pgms			651

* Reflects all GS employees grades 1-18 as contained in GP-3 Analysis of Civilian Personnel Costs.

Figure 2.2.7 (Cont.). Army Summer Issue Final Reply

DA PLAN TO IMPROVE
POSITION MANAGEMENT (PM)
GS/GM 11-15 POSITIONS
IN FY 86

1. DETERMINE WHICH DA COMPONENTS (MACOM; SECRETARIAT, C/S)
HAVE EFFECTIVELY IMPLEMENTED DA PM POLICIES (CIVPERCEN
2ND QTR FY 85)
 - 50% MIXED GRADE PM POLICY
 - SUPERVISORY RATIOS
 - PM STANDARDS FOR SUPERVISORS
 - PM INTEGRATION INTO APORS AND CA MANAGEMENT STUDIES
 - ASSESS ON BASIS OF: OUTSTANDING
SATISFACTORY
REQUIRES IMPROVEMENT
2. REPORT RESULTS TO DA COMPONENTS (CIVPERCEN 3RD QTR FY 85)
 - o EFFECTIVENESS IN IMPLEMENTING PM POLICIES
 - o RECOMMENDED ACTIONS
3. MONITOR DA COMPONENT HG TRENDS AND PROPOSE APPROPRIATE
ACTION (DAPE-CPP, QTRLY)

Encl 3

Figure 2.2.7 (Cont.). Army Summer Issue Final Reply

SECTION 3

BUDGET CYCLE ACTIONS

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3.1 OSD Budget

3.1.1 General

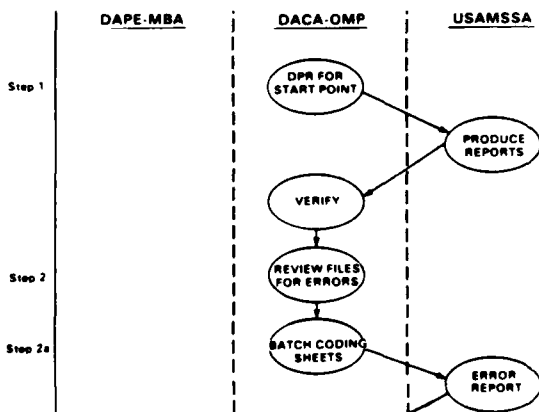
The OSD budget is submitted approximately 15 September each year and constitutes a preliminary Army budget. The POM serves as the start point for development of the OSD budget. Changes to Army programs approved after submission of the POM the preceding May are incorporated into the OSD budget. Modifications to the OSD budget imposed by OSD in the form of PBD are included in the following President's budget.

The process required to develop the OSD budget prepared by DACA-OMP is shown in the flow chart, Figure 3.1.1.

3.1.2 Completion of Updates

Step 1 The initial step in the OSD budget development process is the establishment of the start point. The start point is always the live approved POM position for the POM submitted the previous May. For example, the start position for the FY 86

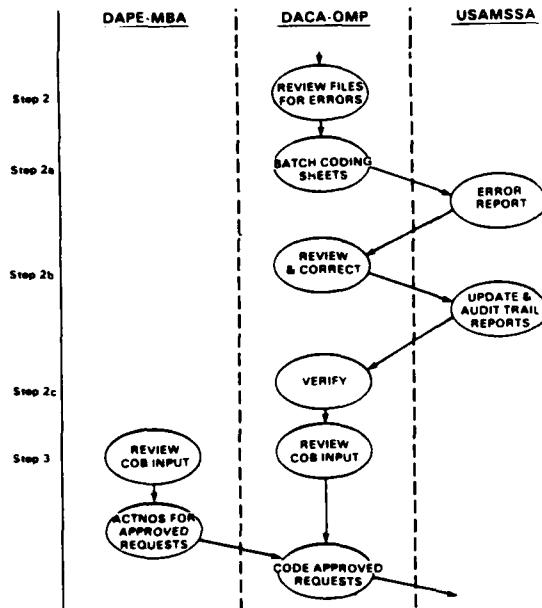
budget is the FY 86-90 POM, which was delivered in May 1984. A set of reports -- appropriation workpapers, regular and FNSA, and OP-8, 8A, and 10 -- are requested from USAMSSA. The reports are reviewed to ensure that the live approved POM position file is identified by the computer as the start point.



Step 2 A DPR requesting batch coding of cost-only transactions is prepared and forwarded to USAMSSA. The following sub-steps complete this step.

Step 2a Review of Files for Errors. This step begins with a review of files to determine if the file contains errors in costs. Appropriation workpapers reports from three positions are used; they are the PY actual file, the recosted file without

pay raises, and the recosted file with pay raises. The fields containing dollar-related entries are reviewed to ensure that the values shown are reasonable. An example of a report containing errors is shown in Figure 3.1.2. The average salary for general merit employees was found to be excessive. An average salary for all general merit employees in that command was determined. The new average salary (48481 in the example shown) is multiplied by the manyears to deter-



mine a new value for OC 11. The new value for OC 11 causes OC 12 to change, so a new value for OC 12 is computed.

Step 2b Batch Coding to Correct Errors. The changes determined by the review described in paragraph a above are coded onto P/BS Audit Cards #2 or #3 as appropriate (see Figures 4.3.9 and 4.3.10 for examples). The difference between the value printed on the report being reviewed and the value recomputed is recorded on the audit cards. In the example shown a "-775" is coded to change OC 11 from "2084" to "1309." The audit cards are provided to USAMSSA for batch processing. An example of the DPR is shown in Figure 3.1.3.

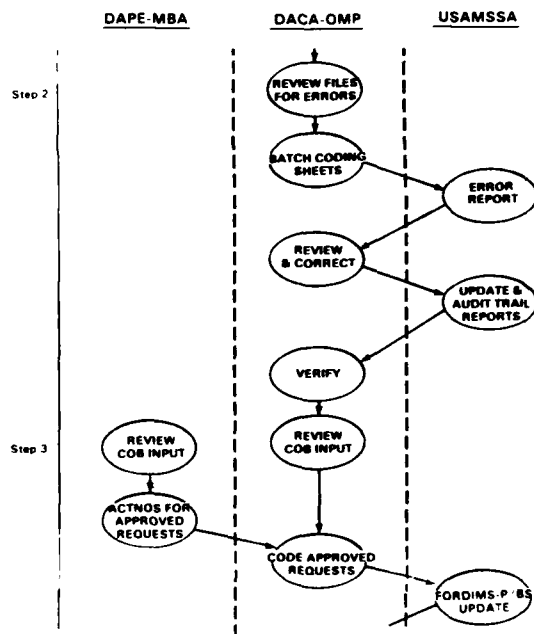
Step 2c Verification of Batch Coding Changes. USAMSSA enters the coded information and produces an error report which is reviewed. Corrections are made by DACA-OMP and the error

report returned to USAMSSA. USAMSSA then produces the Audit Trail by ACTNO report which is used to check whether the batch coding changes were correctly made. The example at Figure 3.1.4 shows that the changes submitted to correct the errors shown in Figure 3.1.2 were correctly applied.

Step 3 Following verification of batch coding, COB Schedules are received and processed.

- COB Review - Commander's Statement. COB input from the MACOMs is reviewed to determine command needs that can be solved, problems that must be addressed, or errors that need to be corrected. The commander's statement is reviewed to determine the command's major concerns.

Numbered schedules are reviewed for specific information as described below. Changes requested by the COB schedules that are approved may require additional batch processing.



- COB Review - Schedule 1, Unfinanced Requirements. The unfinanced requirements identified by the MACOMs are reviewed. Those that can be financed by DACA-OMP are identified. The remaining requirements are prioritized and presented to the PBC. The PBC may decide to support some of the require-

ments and increase the TOA for the respective appropriation to fund the requirement. Those requirements not

supported by the PBC are reviewed by the APPN director and the applicable manpower director to determine if the requirement can be funded out of the resources at their disposal. Issues that have been approved by this process are coded by DACA-OMP for batch processing by USAMSSA.

- COB Review - Schedule 4, Civilian Manpower Cost Computations. Schedule 4 is reviewed to determine whether there are discrepancies in average salaries reported by the commands. The Schedule 4 averages are compared with the CSFOR-78 report and the recosted files. If discrepancies are found, the affected reporting command is contacted to resolve the discrepancy. If changes to average salaries contained in the file are determined, coding sheets are prepared to reflect the changes.
- COB Review - Schedule 6, Summary of Program Changes. Schedule 6 is reviewed to determine the percentage of personnel costs attributed to direct obligations. This is accomplished by comparing the obligations shown on Schedule 6 with the reimbursable funds shown on Schedule 7, Source of Reimbursements. The percentage figure determined in this manner is used to determine direct and reimbursable costs for other obligations.
- COB Review - Schedule 8, Command Requested Changes by Financing/Personnel. USAMSSA produces interface tapes for update of FORDIMS-P/BS and hard copies of Schedule 8 formats A, B, and C from the Automated Schedule 8 tapes. The hard copy formats are reviewed by DACA-BUF and DACA-OMP for data format. If the format is acceptable, DACA-BUF distributes hard copy reports and data sets to the APPN directors and DAPE-MBA for review and

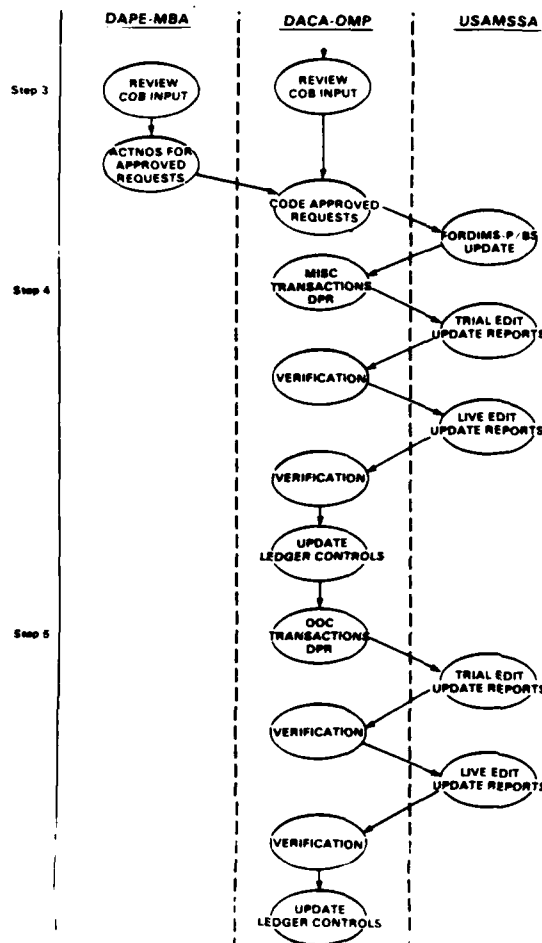
appropriate action. The interface tape is also processed to an unapproved status in FORDIMS-P/BS based on a DPR prepared by DACA-OMP (Figure 3.1.5 shows an example of the DPR). DAPE-MBA and/or APPN directors recommend, after thorough coordination with affected ARSTAF agencies, to DACA-BUF issues that should be changed or disapproved. Upon DACA-BUF approval, DAPE-MBA notifies DACA-OMP of the appropriate changes or ACTNO that should be deleted from the ACTNO range for approval. When all issues have been settled, DACA-OMP notifies USAMSSA of the appropriate ACTNOs for trial and live approval and requests reports required for verification. The DACA-OMP Ledger Control Team updates the ledger controls and provides the new controls to the P/SP directors.

- COB Review - Schedule 12, Currency Revaluation. The processing of Schedule 12 is discussed in paragraph 5.7.
- COB Review - Schedule 16, Army Management Headquarters (AMHA) Costs and Manpower Data. Schedule 16 processing is discussed in paragraph 6.3.
- COB Review - Batch Coding. The changes, if any, generated by the COB schedules, are batch coded and forwarded to USAMSSA for key punch into FORDIMS-P/BS.

Step 4

Miscellaneous manpower transactions are forwarded to USAMSSA

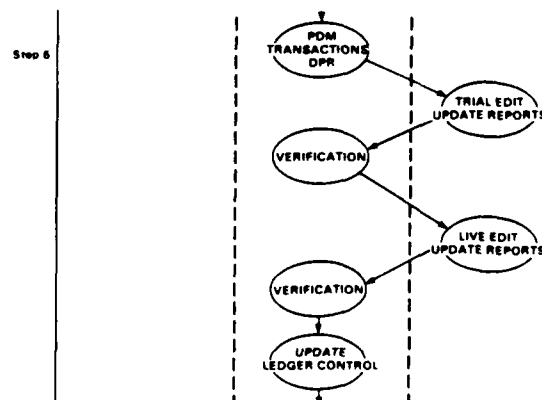
by DPR for processing. An example of the DPR is shown in Figure 3.1.6. USAMSSA produces trial edit update reports which are forwarded to DACA-OMP for verification. DACA-OMP verifies that the miscellaneous changes were correctly applied by comparing the before-update reports with the after-update reports, noting that the correct changes were made. After verification USAMSSA is notified to produce live edit update reports. These reports are also checked to verify that the live edit update was correctly performed. The Manpower Team will notify the Ledger Control Team of changes in manpower controls so that the ledger controls can be updated.



Step 5

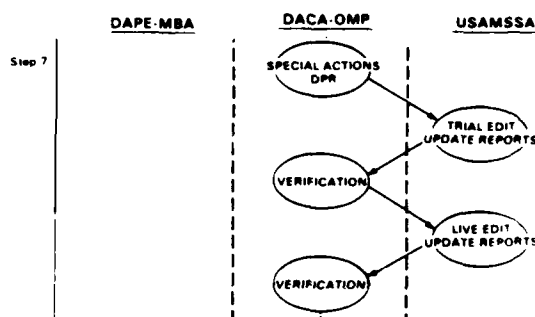
Out-of-cycle manpower transactions are forwarded to USAMSSA

by a DPR, an example of which is shown in Figure 3.1.7. The DPR may include a requirement for processing batch transactions, if required. The same reports and verification steps, including update of ledger controls, described in Step 4 are performed for the out-of-cycle changes.



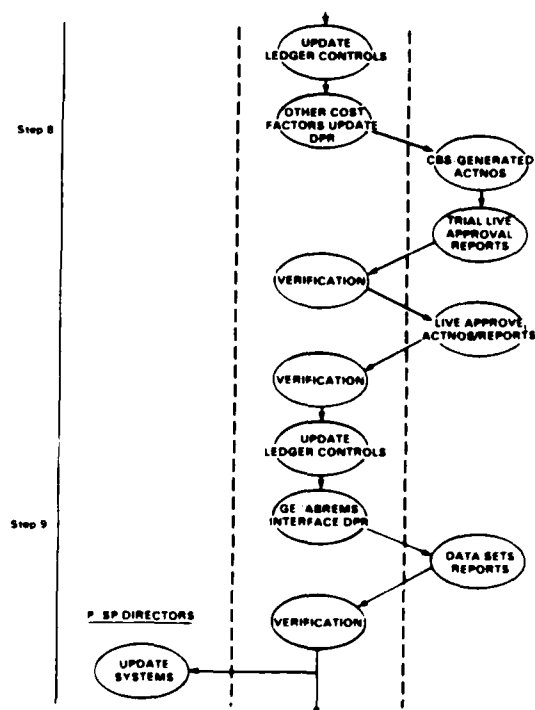
Step 6 PDM manpower transactions are forwarded to USAMSSA for processing via DPR, an example of which is shown in Figure 3.1.8. The same reports and verification steps, including update of ledger controls, described in Step 4 are performed for the PDM changes.

Step 7 Special manpower actions such as the 7th Infantry Division reconfiguration or the DoD Omnibus Authorization Act, etc. may require processing. The request for such processing may



be forwarded to USAMSSA via separate DPR or may be included with miscellaneous transactions. The same reports and verification steps, including update of ledger controls, described in Step 4 are performed for the special action changes.

Step 8 DACA-OMP prepares a DPR requesting that USAMSSA update the

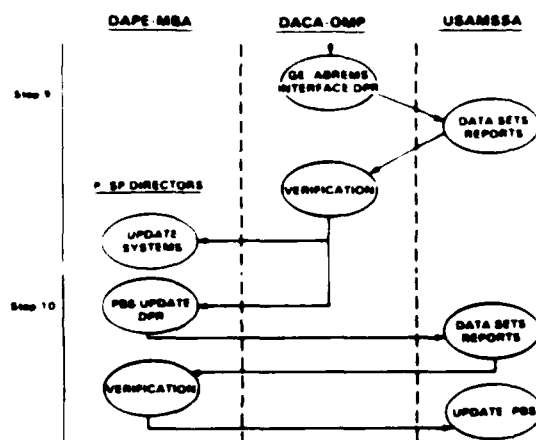


files for new pay raises, currency fluctuation, health benefit increases, and other cost factors that have changed. An example of the DPR is at Figure 3.1.9. In accordance with the instructions in the DPR, USAMSSA revises the retrieval definitions to reflect the revised factors. Each update is performed separately in CBS, producing reports and an ACTNO for each operation. The reports are reviewed by DACA-OMP to verify that the update factors were correctly applied. After the reports have been

verified, USAMSSA is notified to trial approve the CBS-generated ACTNOs to FORDIMS-P/BS and produce the required reports. These reports are reviewed by DACA-OMP to verify the accuracy of the trial approval of the CBS-generated ACTNOs. Upon verification of the trial approval, DACA-OMP notifies USAMSSA to live approve the ACTNOs and produce another set of reports. The reports reflecting live approval are reviewed by DACA-OMP to verify the accuracy of the live approval.

3.1.3 Updates of External Systems

Step 9 Once all transactions have been live approved, DACA-OMP for-

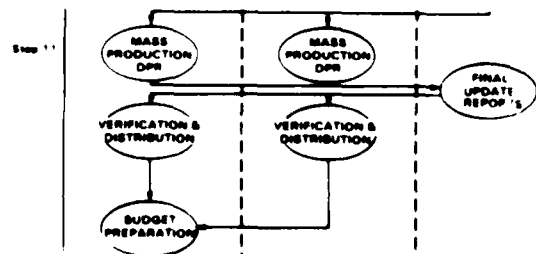


wards a DPR (Figure 3.1.10) to USAMSSA requesting that USAMSSA produce interface data sets for GE/ABREMS update and produce reports reflecting the interface update. These reports are verified by DACA-OMP and distributed to the respective P/SP directors.

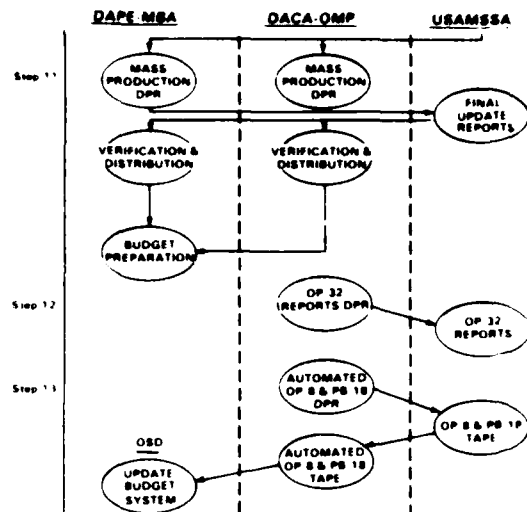
Step 10 DAPE-MBA requests USAMSSA to create a data set to update the PBS data base. Reports are produced and verified by DAPE-MBA. Upon verification of the data set, DAPE-MBA notifies USAMSSA to update the PBS data base.

3.1.4 Production of Reports

Step 11 Both DACA-OMP and DAPE-MBA request that USAMSSA produce a mass run of reports that are to be provided to P/SP directors. A copy of the DACA-OMP DPR is at Figure 3.1.11. The reports are separated or reproduced, as necessary, and provided to the respective P/SP directors.



Step 12 DACA-OMP prepares a DPR requesting that USAMSSA prepare OP-32



reports (Figure 3.1.12). These reports divide the total obligations between direct and reimbursable. DACA-OMP provides percentage factors to USAMSSA which are used to update the USAMSSA computer program ID URLJ4P. Instructions on developing these factors are found in paragraph 6.7.

Step 13 DACA-OMP prepares DPRs requesting that USAMSSA produce automated OP-8 and PB-18 exhibits on magnetic tape (Figures 3.1.13 and 3.1.14). These tapes are provided to OSD to update their data base.

3.1.5 Development of Budget Exhibits

A number of budget exhibits are developed from the reports produced as described in the steps above. Each of these exhibits and the procedures for developing them are described in separate detailed instructions elsewhere in this guide.

ACTION: OSD Budget

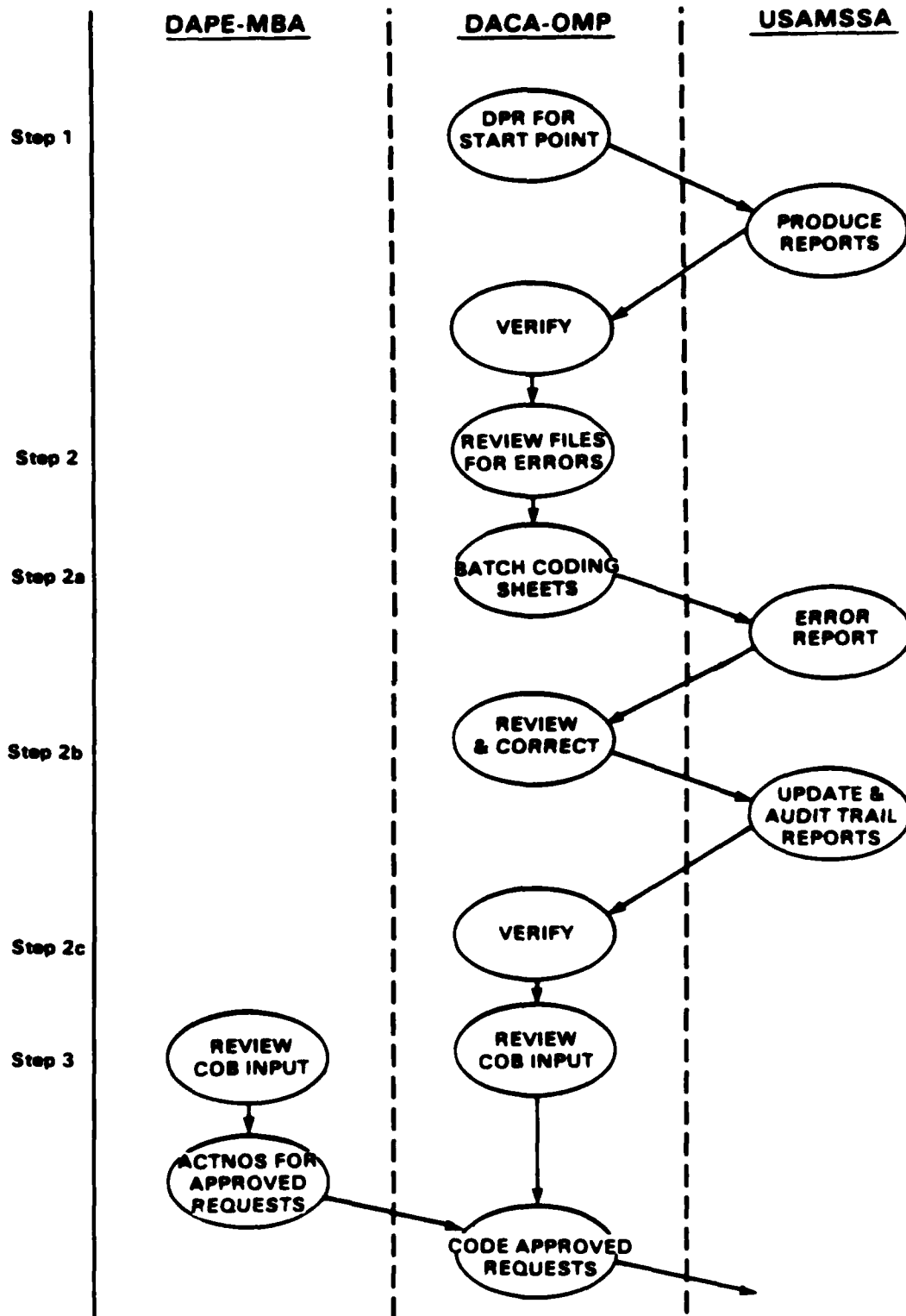


Figure 3.1.1. OSD Budget Flow Chart

**ACTION: OSD Budget
(Continued)**

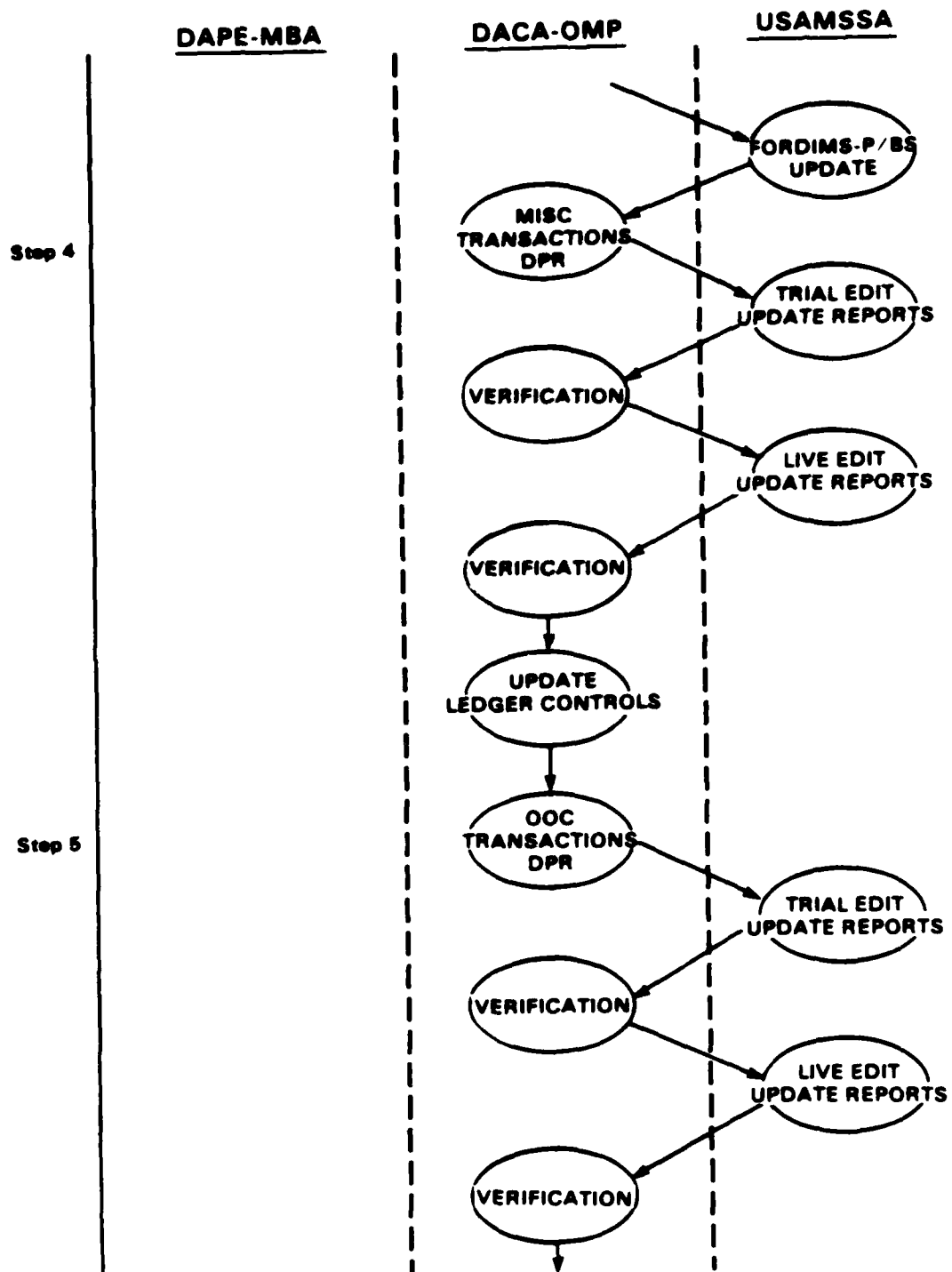


Figure 3.1.1 (Cont.). OSD Budget Flow Chart

**ACTION: OSD Budget
(Continued)**

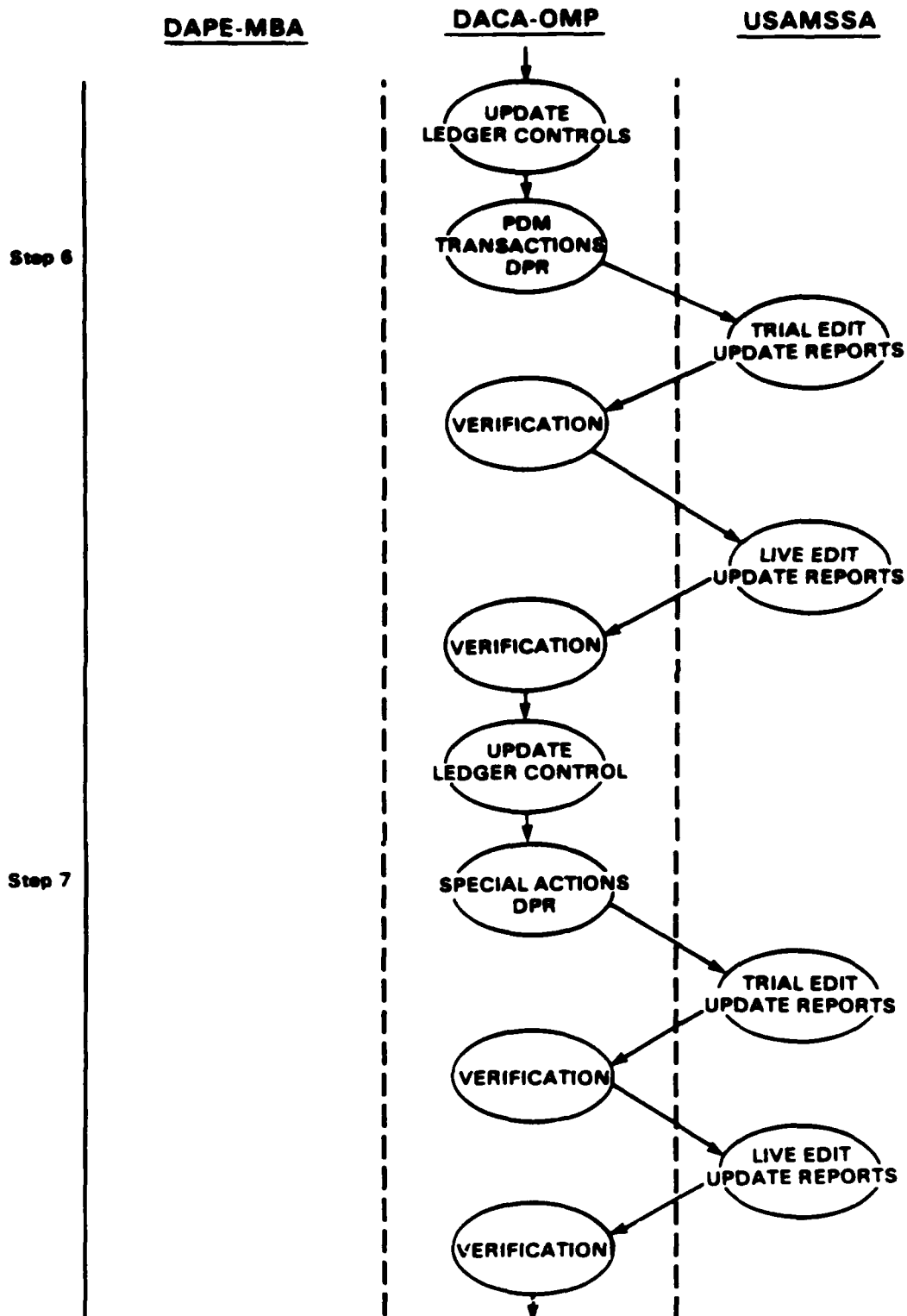


Figure 3.1.1 (Cont.). OSD Budget Flow Chart

**ACTION: OSD Budget
(Continued)**

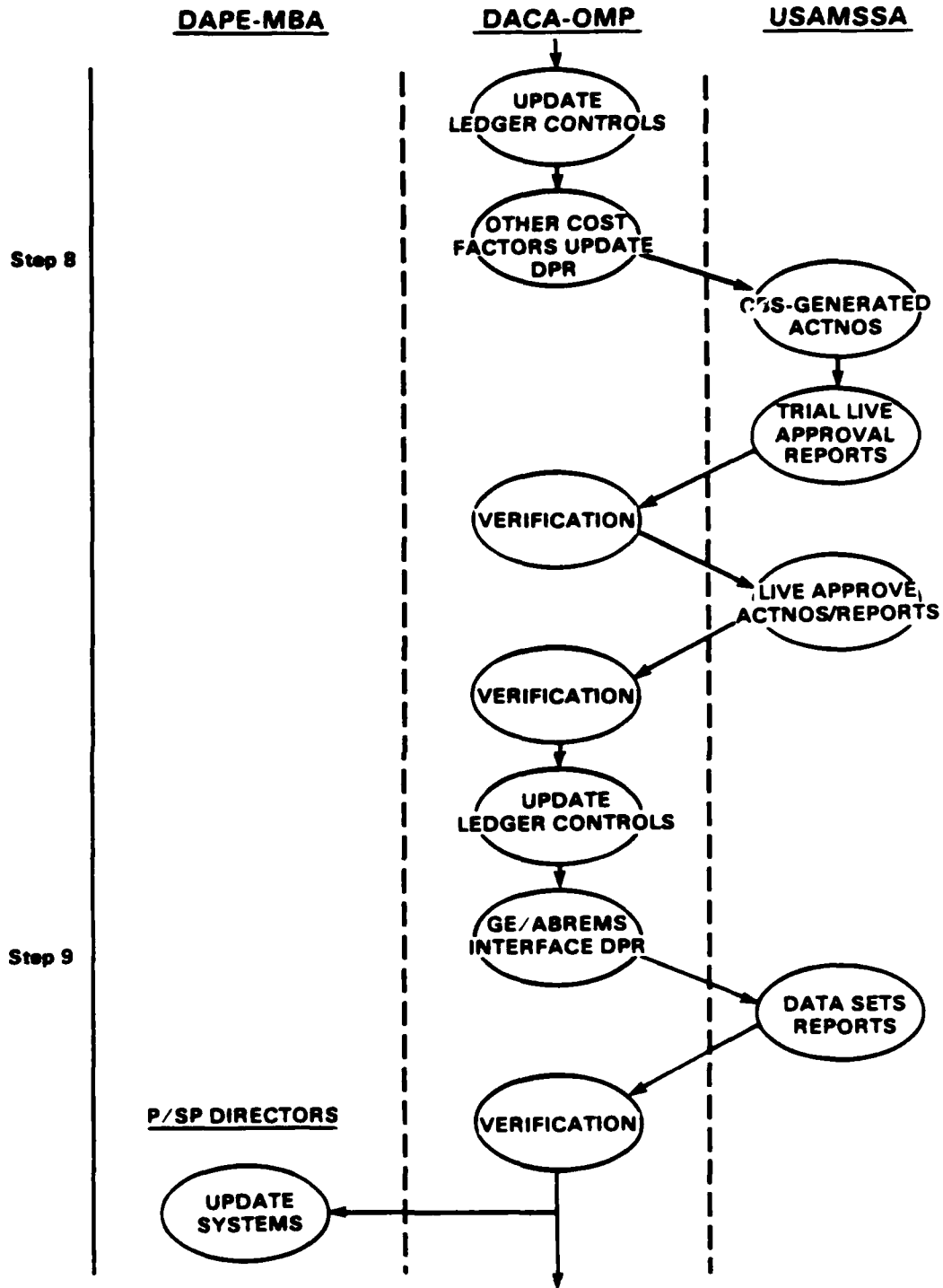


Figure 3.1.1 (Cont.). OSD Budget Flow Chart

**ACTION: OSD Budget
(Continued)**

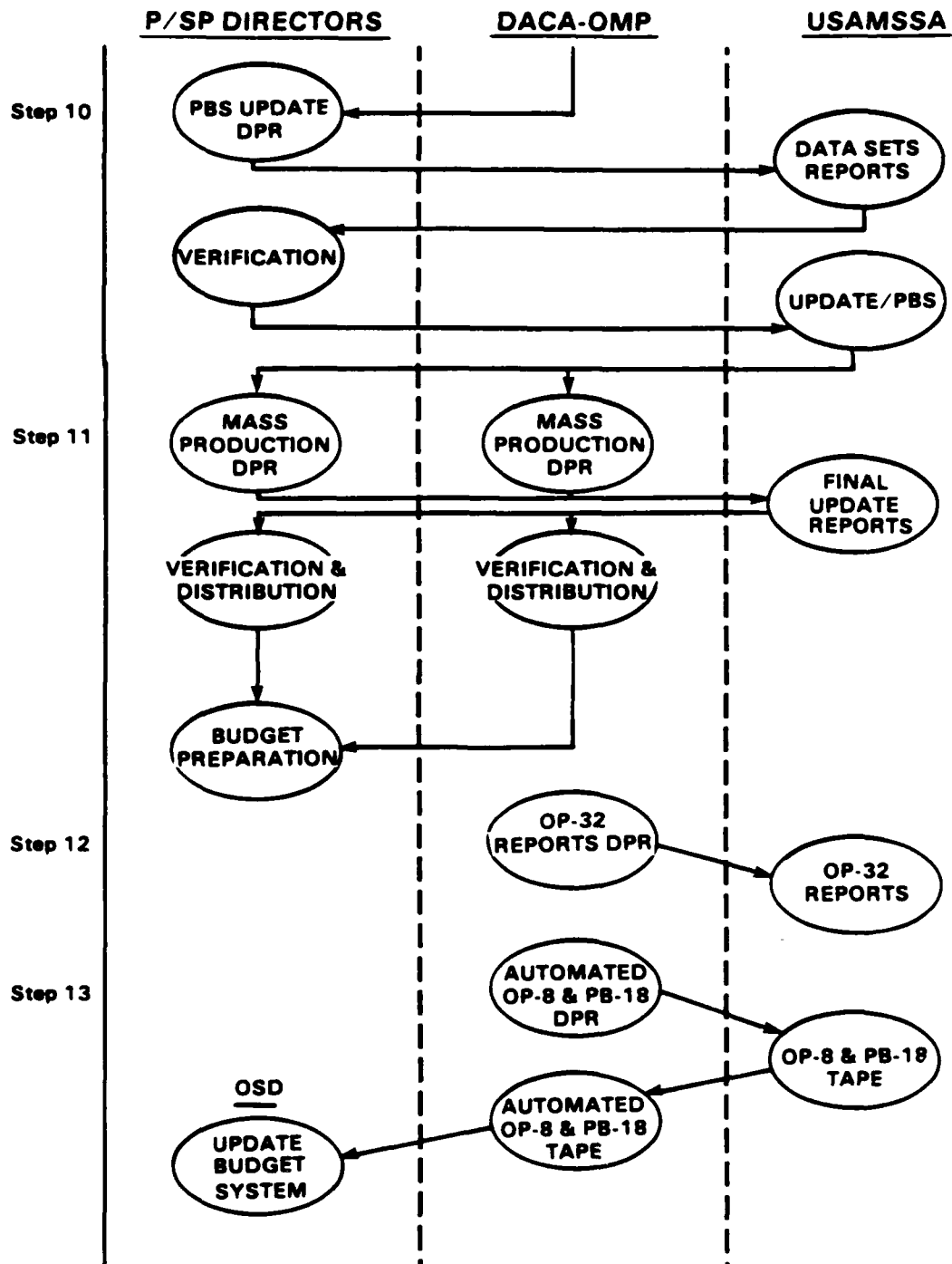
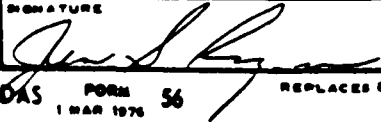
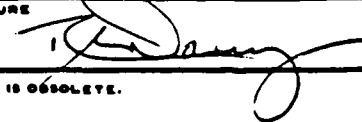


Figure 3.1.1 (Cont.). OSD Budget Flow Chart

LVE		F/85 MAY POM ANALYSIS OF CIVILIAN PERSONNEL COSTS BASIC LEVEL APPROPRIATION WORKPAPERS FYEAT - 1984 APPRN - Q1A										PAGE	374
DIRECT HIRE													
APPROPRIATION PROGRAM/ SUB PROGRAM/MISCO/RCND		STRENGTHS		FIP		MAY		DOLLARS		IN THOUSANDS		PERCENT	
		BEGIN	END			YEARS	OC 11	OVERTIME	OC 12	TOTAL	DAILY SALARY	OC12/OC11	AVG OF 10 YEARS/OC11
AGGREGATE AMSCO = 845761		1	1	1	1	1	21	0	3	24	80.76	.1426	.0000 21000
GRADED US CITIZENS		1	1	1	1	1	21	0	3	24			
TOTAL													
7401 HEALTH SVC CND													
GRADED US CITIZENS		6614	6469	6495	6495	6495	127634	1953	17974	147581	75.58	.1408	.0153 19451
WAGE GRADE US CITIZENS		1234	1191	1339	1339	1339	24653	587	3094	28337	76.87	.1254	.0238 16327
GENERAL MERIT		27	27	27	27	27	1342484	1	115	2194	285.46	.0943	.0004 74222K
TOTAL		7875	7687	7860	7860	7860	154294	2541	21257	176092			.41/51
AMSCO = 84771100300													
GRADED US CITIZENS		6614	6469	6495	6495	6495	127634	1953	17974	147581	75.58	.1403	.0153 19651
WAGE GRADE US CITIZENS		1234	1191	1338	1338	1338	24656	587	3094	28337	70.37	.1254	.0238 16427
GENERAL MERIT		27	27	27	27	27	2004	1	169	2194	205.46	.0943	.0004 74222
TOTAL		7875	7687	7859	7859	7859	154294	2541	21257	173092			
0601 TCG													
GRADED US CITIZENS		627	619	607	607	607	13041	91	1563	14695	82.63	.1198	.0069 21483
SENIOR EXECUTIVE SERVICE		16	15	16	16	16	1170	0	92	1262	281.25	.0766	.0000 73125
WAGE GRADE US CITIZENS		67	66	67	67	67	1354	24	180	1558	77.72	.1329	.0177 20208
GENERAL MERIT		0	0	0	0	0	0	0	0	0	.00	.0000	.0000 0
TOTAL		710	700	690	690	690	15565	115	1835	17515			
7401 HEALTH SVC CND													
GRADED US CITIZENS		2135	2126	2118	2118	2118	44409	497	5027	50733	80.54	.1312	.0111 20967
WAGE GRADE US CITIZENS		47	47	47	47	47	979	8	130	1117	80.11	.1327	.0081 20824
GENERAL MERIT		134	133	133	133	133	2570	63	313	2551	74.31	.1237	.0245 19323
TOTAL		2395	2305	2376	2376	2376	51192	576	6634	56402	185.65	.1098	.0000 48269
7701 USA JAPAN													
GRADED US CITIZENS		3	3	3	3	3	44	0	7	51	56.40	.1590	.0000 14006
TOTAL		3	3	3	3	3	44	0	7	51			
7801 EIGHTH USA													
GRADED US CITIZENS		13	13	16	16	16	300	0	71	371	72.11	.2266	.0000 18750
KOREAN		76	0	65	65	65	794	6	154	956	35.92	.1939	.0075 9441
TOTAL		89	13	101	101	101	1094	6	225	1325			
8901 USACEUR/7A													
GRADED US CITIZENS		113	113	102	102	102	1765	5	423	2133	84.22	.2480	.0029 16715
WAGE GRADE US CITIZENS		147	0	149	149	149	2525	6	251	2012	65.95	.0982	.0023 17147
GENERAL MERIT		13	0	12	12	12	161	0	46	207	51.60	.0857	.0000 13616
TOTAL		273	113	263	263	263	4451	11	720	4352	101.77	.1139	.0052 15478

Figure 3.1.2. Errors Requiring Batch Coding

DATA PROCESSING REQUEST (DPR)		DATE 26 June 84	REPORTS CONTROL SYMBOL
For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.		REQUEST NUMBER TB-0051-84	PRIORITY
TO: USAMSSA Attn: Mr. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM FORDIMS -P/BS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Batch Update For Cost Only			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION Secret	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) FORDIMS-P/BS FY 84-90 (<u>Live File</u>)			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions for processing			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: See Enclosure Contact: Mrs. Rogers/77669 Deliver: Call when ready		PROPOSED COMPLETION DATE 3 July 84	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. LTC. Richard E. Darcy/50315	
SIGNATURE 		SIGNATURE 	

OAS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1975, WHICH IS OBSOLETE.

Figure 3.1.3. DPR for Batch Coding

INSTRUCTIONS FOR BATCH UPDATING FOR CIVILIAN MANPOWER COSTS

1. Produce the following reports to verify start point. (FY 86-90 POM Live File Position)

a. DCSPER Summary Reports (RK5-324, RK5-325)

- 1) Approved FY 86-90 POM live File Position
- 2) Extended FY May PBG live File Position

b. OP-8, 8A, 10 (RK5-521)

2. Upon verification of above process batch coding sheets based on review of the recosting that occurred during the FY 86-90 POM update. The following is required for batch transactions.

a. Keypunching

b. Edits

c. Live Approve batch ACTNO 848200

d. Produce one copy of reports for verification:

- 1) OP8, 8A, 10 (RK5-501)
- 2) Audit Trail by ACTNO (RK5-516)
- 3) Appropriation Workpapers (RK5-501)

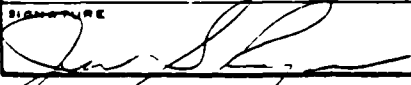
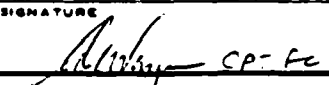
3. Batch coding will be processed as necessary to balance files.

FYSS MAY POM (TC FILES) AFTER BATCH 846200
AUDIT TRAIL BY ACTION NUMBER
AUDIT TRAIL BY ACTION
FYEPR - 1984 ACTION - 846200

TRIAL

APPR	P	G	M	ANSCO	RECORD	CTYPE	AUCIV	AUFTP	ALMYR	ECOMP	OTIME	BBERE	FECHP	SVPAY	TOTAL COMP
OMA	08	M	84771100000	7431	122		0	0	0	775-	0	64-	0	0	837-
OMA	08	M	84771100300	7401			0	0	0	775-	0	64-	0	0	837-
OMA	08	M	84771100000				0	0	0	775-	0	64-	0	0	839-
OMA	08	M					0	0	0	775-	0	64-	0	0	839-
OMA	08	T	81475130000	6A03	101		0	0	0	638	12	32	0	0	682
OMA	08	T	81475130000	6A03			0	0	0	638	12	32	0	0	682
OMA	08	T	81475130000				0	0	0	638	12	32	0	0	682
OMA	08	T	81475140000	2801	101		0	0	0	76	7	131-	0	0	46-
OMA	08	T	81475140000	2801			0	0	0	76	7	131-	0	0	46-
OMA	08	T	81475140000				0	0	0	76	7	131-	0	0	46-
OMA	08	T	81973120000	5701	101		0	0	0	548	67-	31-	0	0	450
OMA	08	T	81973120000	5701	102		0	0	0	165-	35	0	0	0	130-
OMA	08	T	81973120000	5701			0	0	0	383	32-	31-	0	0	320
OMA	08	T	81973120000				0	0	0	383	32-	31-	0	0	320
OMA	08	T					0	0	0	1097	13-	130-	0	0	954
OMA	08						0	0	0	322	13-	194-	0	0	115
OMA	09	95129810000	2201	101			0	0	0	102	2	15	0	0	119
OMA	09	95129810000	2201				0	0	0	102	2	15	0	0	119
OMA	09	95129810000					0	0	0	102	2	15	0	0	119
OMA	09	95239320000	1301	102			0	0	0	10	0	2	0	0	12
OMA	09	95239320000	1301				0	0	0	10	0	2	0	0	12
OMA	09	95239320000					0	0	0	10	0	2	0	0	12
OMA	09						0	0	0	112	2	17	0	0	131
OMA	10	00200200000	6A01	101			0	0	0	2735	54	342	0	0	3134
OMA	10	00200200000	6A01	110			0	0	0	21	10	26	0	0	57
OMA	10	00200200000	6A01				0	0	0	2759	64	368	0	0	3191
OMA	10	00200200000					0	0	0	2759	64	368	0	0	3191

Figure 3.1.4. Audit Trail Report Used to Verify Batch Coding

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.</small>		DATE 5 Jul 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB 0052-84	PRIORITY
TO: USAMSSA Mr. Gooa, Mr. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM Command Operating Budget System (COBSO)			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Produce COB Schedule 8 Automated Data			
FREQUENCY <input type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION UNCLASSIFIED	
INPUT DESCRIPTION (Such as source, format, date input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) Command Operating Budget System (COBS)			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) Process input from Major Commands and Agencies and produce reports and tapes as outlined in attachments. Request this data be run on high priority.			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) OUTPUT: See Enclosures CONTACT: Technical - Mrs. Rogers/77669 Administrative - Mrs. Calcote/76241 DELIVER: Call When Ready		PROPOSED COMPLETION DATE 20 Jul 1984	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. for LTC Darcy/50315	
SIGNATURE 		SIGNATURE  CP-FC	

DAS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.1.5. DPR for COB Schedule 8

INSTRUCTIONS FOR PROCESSING OF COB
SCHEDULE 8 DATA

1. Reference: DPR-0052-84 - Processing Instructions for COB Schedule 8 (Test).
 2. Reference 1 provided information for all header changes required for processing FY 1985/FY 1986 COB Schedule 8 data.
 3. As ADP input is received from Major Commands and Agencies, DACA-BUF Ms. Calcote, Room 3B663, extension 76241 will provide input to USAMSSA. A log of data received from commands and processed to USAMSSA will also be provided. An example is at Enclosure 2. Information regarding what schedules are on tapes will be noted under remarks column of enclosure. Request tapes containing both Schedule 6 and 8 data be processed in the following order. First process Schedule 8 data then forward tape to USAMSSA POC for Schedule 6 data (Mr. Bruce Herzig/Mr. Ray Shupp) processing. Some tapes will contain multi-command and multi-schedule data.
 4. USAMSSA will load data into the Command Operating Budget System (COBS) and 43 copies of the following three reports will be produced:
 - a. Transfer Titles and Narrative Justification.
 - b. Command Identified Transfers.
 - c. Distribution This Submission.
- A dataset will be created containing the commands' submission of COB Schedule 8 data.
5. Produce an interface dataset for FORDIMS-P/BS and provide input to Mr. Rink for addition to the unapproved status of FORDIMS-P/BS and 2 copies of dataset printout provided DACA-BUF (Ms. Calcote). This data is to be placed in a workarea within FORDIMS-P/BS until it is reviewed by the functional proponents DACA-OMP and DAPE-MBA for addition to the live file.
 6. Input is scheduled to be received from the commands and agencies on 6 July 1984. Request data submitted to USAMSSA by 1200 hours 6 July 1984 be processed and reports produced by 9 July 1984 and overtime support as required be provided. Request one (1) day turn around or as soon as possible as input is received from commands from 9 July 1984 through receipt of last command input.
 8. Request this processing be given high priority by USAMSSA. Should there be a delay in processing it will impact the submission of the FY 1986/FY 1990 Budget Schedule date. Should problems be encountered in producing COBS reports please notify Ms. Calcote immediately. Should problems be encountered in processing the data into FORDIMS-P/BS please notify Mrs. Rogers, DACA-OMP immediately.

Enclosure 1

Figure 3.1.5 (Cont.). DPR for COB Schedule 8


FY 1985/1986 AUTOMATED SCHEDULE COMMAND SUBMISSION

SCHEDULE 8 COB TAPES AND CARDS

Command/Agency	Initial Submit Input	Form of Input		Initial Date To USAMSSA	Initial Date From USAMSSA	REMARKS
		Cards	Tapes			
257	TRADOC					
276	FORSCOM					
477	USARJ					
478	USAEIGHT					
6A0	DARCOM					
894	EUROM					
A00	USACC					
906	TSG					
908	COE					
911	TAG					
912	ACSI					
913	CSA					
917	USMA					
921	USACIDC					
922	SA					
925	INSCOM					
926	TSA					
928	NDU					
932	USAFAC					
935	MTWT					
936	BMDSC					
938	USAREC					
939	MEPCOM					
940	USAMDM					
973	USACSC					
974	USAHSC					
982	WESTCOM					
989	USAREUR					

Encl 2

Figure 3.1.5 (Cont.). DPR for COB Schedule 8

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proposing agency is DCSA.</small>		DATE 29 July 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0057-84	PRIORITY
TO: USAMSS/ ATTN: Mr. Danford	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Process live approval for Miscellaneous Transactions			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 86-90 POM, COB, OOC Live File			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions to update PBS-FORDIMS for Miscellaneous Manpower transactions.			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE 32 Aug 1984	
1. Output: See Enclosure 2. Contact: Mrs. Rogers/77669 3. Deliver: Call When Ready			
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT.	
SIGNATURE 		SIGNATURE	

DA FORM 56 1 MAR 1976 REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.1.6. DPR for Miscellaneous Manpower Transaction Processing

INSTRUCTIONS TO UPDATE PBS-FORDIMS TO FY 86 OSD BUDGET

1. Produce the following reports to verify start point. (FY 1986-90 POM live approved position with live approved COB transactions, and Out-of-Cycle result of DPR TB-0055-84 and TB-0056-84)).

a. DCSPER Summary Reports (RK5-324, RK5-325).

1) Approved FY 1986-90 POM

2) Extended May 1984 Program Budget Guidance (PBG)

b. OP-8, 8A, 10 (RK5-521)

2. Upon verification of start point live approve the Miscellaneous manpower transaction range as indicated on attached ODCSPER Form 487 dated 28 Jul 1984 Enclosure 2. This is a tentative list. The final list will be provided upon receipt from ODCSPER. Run the following reports for verification.

a. OP 8, 8A, 10 (RK5-521)

b. Audit Trail by ACTNO (RK5-516).

c. DCSPER Summary Reports (RK5-324, RK5-325)

3. The following ACTNO range will be used for the Audit Trail Reports. Separate reports will be run for each grouping as well as reports for the entire grouping.

842007-842009	Military Budget Only Transactions
842016-842017	Budget Only PBD 666 Adjustments
842026-842044	PBD 666C2 Extended to DARCOM
842057-842100	Directed Actions
842202-842315	ARSTAF Reprograming

4. Upon verification of above process batch coding sheets for Out-of-Cycle transactions may be required and will be forwarded. The following is required for batch transactions.

a. Key punching

b. Edits

c. Live Approve batch transactions

Enclosure 1

Figure 3.1.6 (Cont.). DPR for Miscellaneous Manpower Transaction Processing

d. Produce reports for verification:

- 1) OP8, 8A, 10 (RKS-501)
- 2) Audit Trail by ACTNO (RKS-516)

e. Batch coding will be processed as necessary to balance files

5. Upon acceptance that above is correct you will be notified to run the following reports at Enclosure 3.

Figure 3.1.6 (Cont.). DPR for Miscellaneous Manpower Transaction Processing

7/28/84

Data entered (date)
Entered by (initials)

P/BS ACTION APPROVALS BY ACTNO RANGES

1000

Preliminary to 2d of
Actress

[illegible]

DDCSPE N FORM 487 (20 JUL 80)


Figure 3.1.6 (Cont.). DPR for Miscellaneous Manpower Transaction Processing

REPORT REQUEST

<u>Number of Copies</u>	<u>Report Title</u>
1	RK5-521 OP 8, 8A, 10
2	RK5-501 Appropriation Workpapers
2	Appropriation Workpapers Mission
2	RK5-527 Appropriation Workpapers Base Operations (Minus)
2	RK5-503 Appropriation Workpapers RPMA
1	RK5-516 Audit Trail by ACTNO
2	Audit Trail by Appropri- ation (Mission)
2	RK5-525 Audit Trail by Appropri- ation (Base Operation - Minus)
2	RK5-526 Audit Trail by Appropri- ation (RPMA)

Enclosure 3

Figure 3.1.6 (Cont.). DPR for Miscellaneous Manpower Transaction Processing

DATA PROCESSING REQUEST (DPR)		DATE 29 July 1984	REPORTS CONTROL SYMBOL
For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.		REQUEST NUMBER TB-0056-84	PRIORITY
TO: USAMSSA ATTN: Mr. Danford	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Process live approval for Out-of-Cycle Transactions			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 86-90 POM, COB Live File			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions to update PBS-FORDIMS for Out-of-Cycle Manpower transactions.			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE 02 Aug 1984	
1. Output: See Enclosure 2. Contact: Mrs. Rogers/77669 3. Deliver: Call When Ready			
REQUESTING AUTHORITY		REQUESTING AGENCY DATA AUTOMATION COORDINATOR	
TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT.	
SIGNATURE 		SIGNATURE	

DAS

FORM

56

1 MAR 1976

REPLACES DA FORM 66, 1 JUN 1976, WHICH IS OBSOLETE.

Figure 3.1.7. DPR for OOC Manpower Transactions Processing

INSTRUCTIONS TO UPDATE PBS-FORDIMS TO FY 86 OSD BUDGET

1. Produce the following reports to verify start point. (FY 1986-90 POM live approved position with live approved COB transactions, result of DPR TB-0055-84).

- a. DCSPER Summary Reports (RK5-324, RK5-325).
 - 1) Approved FY 1986-90 POM
 - 2) Extended May 1984 Program Budget Guidance (PBG)
- b. OP-8, 8A, 10 (RK5-521)

2. Upon verification of start point live approve the Out-of-Cycle (OOC) manpower transaction range as indicated on attached ODCSPER Form 487 dated 28 Jul 1984 Enclosure 2. This is a tentative list. The final list will be provided upon receipt from ODCSPER. Run the following reports for verification.

- a. OP 8, 8A, 10 (RK5-521)
- b. Audit Trail by ACTNO (RK5-516).
- c. DCSPER Summary Reports (RK5-324, RK5-325)

3. The following ACTNO range will be used for the Audit Trail Reports. Separate reports will be run for each grouping as well as reports for the entire grouping.

842006-842006	Budget Only "F" - OOC Billpayers
842101-842114	Delayed VCSA OOC Adjustments
842115-842201	New OOC Approvals
842316-842375	OOC Decrement (Billpayers)

4. Upon verification of above process batch coding sheets for Out-of-Cycle transactions may be required and will be forwarded. The following is required for batch transactions.

- a. Key punching
- b. Edits
- c. Live Approve batch transactions
- d. Produce reports for verification:
 - 1) OP8, 8A, 10 (RK5-501)
 - 2) Audit Trail by ACTNO (RK5-516)
- e. Batch coding will be processed as necessary to balance files

Enclosure 1

Figure 3.1.7 (Cont.). DPR for OOC Manpower Transactions Processing

5. Upon acceptance that above is correct you will be notified to run the following reports at Enclosure 3.

Figure 3.1.7 (Cont.). DPR for OOC Manpower Transactions Processing

To DACHAMP

7/28/84

Data entered (date)
Entered by (initials)

P/B'S ACTION APPROVALS
BY ACTNO RANGES

*Preliminary List of
Actions*

Transmittal Code:

K7A Approve a Range of Actions

Source Code:

C COA
P DUSHER

STARTING ACTNO													ENDING ACTNO				M Y R C D		Remarks		COORDINATION	
C													C								OCA	ODCSPER
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19				
K	7	A			M	844200016							844200016					A	"F" - OOC Bleepers		BEG RANGES	
K	7	A			M	844200017							844200017					A	"F" - Military F3		842000-842025	
K	7	A			M	844200016							844200017					A	"F" - Reverse PBD 666 ACTNO		F transactions	
K	7	A			M	844200016							844200014					A	PBD 666C to DARCOM		842026-842100	
K	7	A			M	8442000157							844200018					A	Directed Actions		Directed Actions	
K	7	A			M	844200012							844200015					A	ARSTAF Reprog. (miscellaneous)			
K	7	A			M	844200014							844200014					A	Delayed VC5A OOC Adj.		842101-842201	
K	7	A			M	844200015							844200015					A	New OOC		842201-842375	
K	7	A			M	844200016							844200015					A	OOC increment (bleepers)		OOC (to be extended)	
K	7	A			M	844200015							844200014					A	Auto. COBs for Cmdr		842501-844600	
K	7	A			M	844200011							844200011					A	COB written by Cmdr Myers		COBs	

ENCLOSURE 2

LEGEND: F - FICOD
C - Card Number

ODCSPER FORM 487 (30 JUL 80)

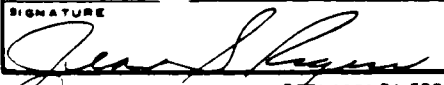
Figure 3.1.7 (Cont.). DPR for OOC Manpower Transactions Processing

REPORT REQUEST

<u>Number of Copies</u>	<u>Report Title</u>
1	RK5-521 OP 8, 8A, 10
2	RK5-501 Appropriation Workpapers
2	Appropriation Workpapers Mission
2	RK5-527 Appropriation Workpapers Base Operations (Minus)
2	RK5-503 Appropriation Workpapers RPMA
1	RK5-516 Audit Trail by ACTNO
2	Audit Trail by Appropri- ation (Mission)
2	RK5-525 Audit Trail by Appropri- ation (Base Operation - Minus)
2	RK5-526 Audit Trail by Appropri- ation (RPMA)

Enclosure 3

Figure 3.1.7 (Cont.). DPR for OOC Manpower Transactions Processing

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.</small>		DATE 29 July 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0058-84	PRIORITY
TO: USAMSSA ATTN: Mr. Danford	FROM: DACA-OMP		TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Process live approval for PDM Transactions			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 86-90 POM, COB, OOC, Miscellaneous Live File			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions to update PBS-FORDIMS for PDM Manpower Transactions.			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE 24 August 1984	
1. Output: See Enclosure 2. Contact: Mrs. Rogers/77669 3. Deliver: Call When Ready			
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT.	
SIGNATURE 		SIGNATURE	

DAS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.1.8. DPR for PDM Manyear Transactions Processing

INSTRUCTIONS TO UPDATE PBS-FORDIMS TO FY 86 OSD BUDGET

1. Produce the following reports to verify start point. (FY 1986-90 POM live approved position with live approved COB transactions, Out-of-Cycle and PDM result of DPR TB-0055-84, TB-0056-84 and TB-0057-84.

a. DCSPER Summary Reports (RK5-324, RK5-325).

1) Approved FY 1986-90 POM

2) Extended May 1984 Program Budget Guidance (PBG)

b. OP-8, 8A, 10 (RK5-521)

2. Upon verification of start point live approve the PDM manpower transaction range will be provided as soon as received from ODCSPER. This will be provided as Enclosure 2 upon receipt. Run the following reports for verification.

a. OP 8, 8A, 10 (RK5-521)

b. Audit Trail by ACTNO (RK5-516).

c. DCSPER Summary Reports (RK5-324, RK5-325)

3. The following ACTNO range will be used for the Audit Trail Reports. Separate reports will be run for each grouping as well as reports for the entire grouping.

84 -84 PDM Manpower Transactions

4. Upon verification of above process batch coding sheets for Out-of-Cycle transactions may be required and will be forwarded. The following is required for batch transactions.

a. Key punching

b. Edits

c. Live Approve batch transactions

Enclosure 1

Figure 3.1.8 (Cont.). DPR for PDM Manyear Transactions Processing

d. Produce reports for verification:

- 1) OP8, 8A, 10 (RK5-501)
- 2) Audit Trail by ACTNO (RK5-516)

e. Batch coding will be processed as necessary to balance files

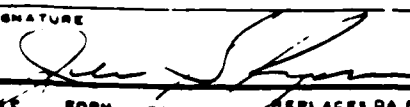

5. Upon acceptance that above is correct you will be notified to run the following reports at Enclosure 3.

REPORT REQUEST

<u>Number of Copies</u>	<u>Report Title</u>
1	RK5-521 OP 8, 8A, 10
2	RK5-501 Appropriation Workpapers
2	Appropriation Workpapers Mission
2	RK5-527 Appropriation Workpapers Base Operations (Minus)
2	RK5-503 Appropriation Workpapers RPMA
1	RK5-516 Audit Trail by ACTNO
2	Audit Trail by Appropri- ation (Mission)
2	RK5-525 Audit Trail by Appropri- ation (Base Operation - Minus)
2	RK5-526 Audit Trail by Appropri- ation (RPMA)

Enclosure 3

Figure 3.1.8 (Cont.). DPR for PDM Manyear Transactions Processing

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-41; the proponent agency is AGSA.</small>		DATE 13 Dec 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER R-011A-85	PRIORITY
TO: USAMSSA Mr. Rink	FROM: DACA-OMP		TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Update PBS-FORDIMS to reflect pay raises for FY 86 OSD Budget			
FREQUENCY <input type="checkbox"/> RECURRING (Indicate frequency) <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 84-90 Trial Approved Position FY 86 OSD Budget Position			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions for producing the pay raise for FY 86 OSD Budget			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: See Enclosures Contact: Mrs. Rogers/77669 Deliver: Call when ready		PROPOSED COMPLETION DATE 30 Dec 1984	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Ms. Paulette Aulton/50313	
SIGNATURE 		SIGNATURE 	

DA FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1976, WHICH IS OBSOLETE.

Figure 3.1.9. DPR for Update of Files for Pay Raises, Currency Fluctuation, Health Benefit Increases, and Other Cost Factors

INSTRUCTIONS FOR UPDATING OF PAY RAISES AND FOREIGN CURRENCY FOR
FY 1986 OSD BUDGET SUBMISSION

1. The following steps will be used to update the FORDIMS-P/BS file to reflect the FY 86 OSD Budget Submission:

A. Produce the following reports to verify the start point (Current Live Approved File)

- 1) DCSPER Summary Reports (RK5-324 and RK5-325)
- 2) OP-8, 8A, 10 (RK5-521)

B. Roll the start point file back to CBS and process the following ASKIT/CALLIT definitions:

	FNSA MINUS
PAYR84XX	FNSA
MEDIC62U	Annualization Cost of MIDICARE Rate Increases - Estimate and Update
PAYR8405	FY 1984 impact of the .5% additional pay raise increase to 4.0%
PAYR85RD	FY 1985 Pay Raise Increase Regular Direct and Indirect Hire - Estimate and Update.
PAYR85FD	FY 1985 Pay Raise Increase - FNSA Direct and Indirect - Estimate and Update.
CURRY85A	Foreign Currency Adjustment from 2.71 DM to 2.72 DM. This reflects the FY 1985 President's Budget level - Estimate and Update
CURRY85B	Foreign Currency Adjustment from 2.72 DM to 3.22 DM. This reflects the FY Proposed Congressional Mark - Estimate and Update
CURRY86A	FY 86 Foreign Currency Adjustment to Align with FY 86-90 POM 3.22 DM to 3.07 DM. Estimate and Update.

Figure 3.1.9 (Cont.). DPR for Update of Files for Pay Raises, Currency Fluctuation, Health Benefit Increases, and Other Cost Factors

PAYR86RI	FY 1986 Indirect Hire Pay Raises - Regular Estimate and Update.
PAYR86FI	FY 1986 Indirect Hire FNSA- Estimate and Update.
PAYR87RI	FY 1987 Indirect Hire Pay Raises - Regular Estimate and Update.
PAYR87FI	FY 1987 Indirect Hire FNSA - Estimate and Update.
PAYR88RI	FY 1988 Indirect Hire Pay Raises - Regular Estimate and Update.
PAYR88FI	FY 1988 Indirect Hire FNSA - Estimate and Update.
PAYR89RI	FY 1989 Indirect Hire Pay Raises - Regular Estimate and Update.
PAYR89FI	FY 1989 Indirect Hire FNSA - Estimate and Update.
PAYR90RI	FY 1990 Indirect Hire Pay Raises - Regular - Estimate and Update.
PAYR90FI	FY 1991 Indirect Hire FNSA - Estimate and Update.

C. Produce the following reports for verification after each of the above programs have been run.

- 1) OP-8, 8A, 10 (RK5-521)
- 2) Audit Trail by ACTNO (RK5-516)
- 3) Appropriation Workpapers (PQ0281XY)
- 4) Appropriation Workpapers for FNSA

D. Upon verification of the above reports add the ACTNO's generated by para 1B above to P/BS - FORDIMS and trial approve and produce the following reports for verification after each approval.

OP-8, 8A, 10 (RK5-521Y)

2. Header information for the above ACTNOS will be provided separately.
3. Produce GE/ABREMS Phase I reports for the above generated ACTNOS.

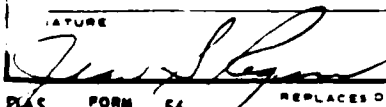

Figure 3.1.9 (Cont.). DPR for Update of Files for Pay Raises, Currency Fluctuation, Health Benefit Increases, and Other Cost Factors

DATA PROCESSING REQUEST (DPR)		DATE 20 May 1984	REPORTS CONTROL SYMBOL
For use of this form, see DA MEMO 18-84; the processing agency is DCSA.		REQUEST NUMBER TB-0047-84	PRIORITY
TO: USAMSSA ATTN: Mr. B'rk	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM			
PBS - FORDIMS			
IDENTIFYING DOCUMENT			
CSR 11-18			
PURPOSE OF REQUEST			
Run fy 84 3.5 and .5 Percent Pay Raise GE/ABRAMS Interface			
FREQUENCY		SECURITY DESIGNATION	
<input type="checkbox"/> RECURRING (Indicate frequency) <input checked="" type="checkbox"/> ONE TIME		UNCLASSIFIED	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary)			
PBS-FORDIMS (TC Trial Approved FY 86-90 POM Position)			
SYSTEM DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary)			
Run the following ACTNO's through the Phase I GE/ABRAMS Interface and Produce Reports 848040, 848042, 848044, 84.8046, 848048m 848050, 848062, 848064, 848066, 848068 Update with header transactions first before running above.			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE	
OUTPUT: See Above CONTACT: Mrs. Rogers/77669 DELIVER: Call When Ready		25 May 84	
REQUESTING AUTHORITY		REQUESTING AGENCY DATA AUTOMATION COORDINATOR	
TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT.		TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT.	
Mrs. Jean S. Rogers/77669		Ms. Alice M. Frapolli/50315	
SIGNATURE		SIGNATURE	
		R. E. DARCY LTC, FC	
		FINANCE AND ACCOUNTING OFFICER	

DAS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1975, WHICH IS OBSOLETE

Figure 3.1.10. DPR for GE/ABREMS Interface Reports

DATA PROCESSING REQUEST (DPR)		DATE 19 Aug 83	REPORTS CONTROL SYMBOL
Use of this form, see DA MEMO 18-4; the proponent agency is OCSA.		REQUEST NUMBER TB-0058 83	PRIORITY
USAMSSA ATTN: Mr. Frank	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Production for FY 1985 OSD Budget			
FREQUENCY <input checked="" type="checkbox"/> RECURRING Indicate frequency: <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 1983 - FY 1989 for FY 85 OSD Budget Submission			
TASK DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) Generate the attached list of FY 1985 OSD Budget Reports			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) OUTPUT: See Inclosure 2 CONTACT: Mrs. Rogers/77669 DELIVER: Call when ready		PROPOSED COMPLETION DATE 2 Sep 83	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. TAN S. ROGERS/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. ALICE M. FRAPOLLI/50315	
SIGNATURE 		SIGNATURE 	

8AS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE

Figure 3.1.11. DPR for Mass Production of Reports

Aug. 1984 - 1985

A. F1 84/85 COR Range ✓

831600 - 832400 ✓

832901 - 832975 ✓

833000 - 837424 ✓

B. Miscellaneous Range ✓

832411 - 832415 ✓

832416 - 832474 ✓

832571 - 832580 ✓

C. Out-of-cycle Range ✓

832581 - 832590 ✓

832601 - 832630 ✓

832641 - 832740 ✓

D. ARCC Restructure ✓

832475 - 832570 ✓

832741 - 832800 ✓

E. PLIF Allocation Range ✓

832976 - 832999 ✓

F. COR Corrections Range ✓

837429 - 837522 ✓

Figure 3.1.11 (Cont.). DPR for Mass Production of Reports

G. Out-of-cycle Correction Range ✓

837425 ✓

H. Miscellaneous Corrections ✓

837426 - 837428 ✓

837824

I. Congressional MARK ✓

837523 - 837780 ✓

J. Balance Act NO's

837781 ✓

837782 - 837792 ✓

K. PDM

837800 - 837809 ✓

L PIR Clear Up ✓

837819 - 837816 ✓

837819 - 837821 ✓

837822 ✓

837817 - 837821 ✓

M NGB Changes ✓

837822 - 837824 ✓

N AIF Workyear Increase

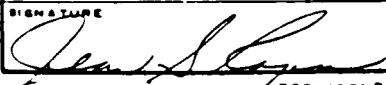
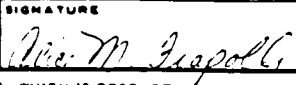
837826 ✓

INSTRUCTIONS

<u>Title and Report Number</u>	<u>Number of Copies</u>
1. Appropriation Workpapers (RK5B501Y)	2
2. Appropriation Workpapers (BOS-) (RK5B502Y)	2
3. Appropriation Workpapers (RPMA) (RK5B503Y)	2
4. Appropriation Workpapers Foreign National Separation Allowance (RK5B505Y)	2
5. Appropriation Workpapers Foreign National Separation Allowance (BOS-) (RK5B529Y)	2
6. Appropriation Workpapers Foreign National Separation Allowance (RPMA) (RK5B530Y)	2
7. OP-8 and OP-10 (RK5B521Y)	1
8. Appropriation Workpapers for AMHA (RK5B504Y)	1
9. Audit Trail by ACTNO (RK5B516Y)	1
10. Audit Trail by ACTNO (BOS-) (RK5B531Y)	1
11. Audit Trail by ACTNO (RPMA) (RK5B532Y)	1
12. Audit Trail by Appropriation (RK5B513Y)	2
13. Audit Trail by Appropriation (BOS-) (RK5B525Y)	2
14. Audit Trail by Appropriation (RPMA) (RK5B526Y)	2
15. Civilian Budget Subactivity Report (RK5B520Y)	2

Incl 2

Figure 3.1.11 (Cont.). DPR for Mass Production of Reports

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.</small>		DATE 31 August 1983	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-061-83	PRIORITY
TO: USAMSSA Attn: Mr. Frank	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Production of OP-32 Reports			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 1983-FY 1984 live file			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) Production of OP-32 Direct Obligation Reports reflecting FY1985 OSD budget submission. See attached Inclosure 1 for instructions.			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) OUTPUT: See Inclosure CONTACT: Mrs. Rogers/77669 DELIVER: Call when ready		PROPOSED COMPLETION DATE 9 Sept 1983	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. JEAN S. ROGERS/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. ALICE M. FRAPOLLI/50315	
SIGNATURE 		SIGNATURE 	

DA FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.1.12. DPR for OP-32 Reports

INSTRUCTIONS FOR OP-32
REPORT PRODUCTION

1. Update the direct and reimbursable percentage table in program ID URLJ4P with rates provided by this office.
2. Upon notification from DACA-OMP produce Direct Obligation Reports on Incl 2 as fiscal years are locked by DCSPER.
3. The Fiscal Year Range is FY 83-FY 89.
4. Title should read "FY 1985 OSD Budget OP-32 Direct Obligations Only".

Incl 1


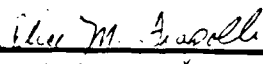
Figure 3.1.12 (Cont.). DPR for OP-32 Reports

INSTRUCTIONS

<u>Title and Report Number</u>	<u>Number of Copies</u>
1. Appropriation Workpapers (RK5B501Y)	2
2. Appropriation Workpapers (BOS-) (RK5B502Y)	2
3. Appropriation Workpapers (RPMA) (RK5B503Y)	2
4. Appropriation Workpapers Foreign National Separation Allowance (RK5B505Y)	2
5. Appropriation Workpapers Foreign National Separation Allowance (BOS-) (RK5B529Y)	2
6. Appropriation Workpapers Foreign National Separation Allowance (RPMA) (RK5B530Y)	2
7. OP-8 and OP-10 (RK5B521Y)	1
8. Civilian Budget Subactivity Report (RK5B520Y)	2

Incl 2

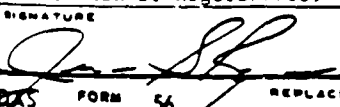
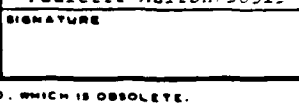
Figure 3.1.12 (Cont.). DPR for OP-32 Reports

DATA PROCESSING REQUEST (DPR) <small>*For use of this form, see DA MEMO 1B-4; the proponent agency is OCSA.</small>		DATE 29 Sep 1983	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-067-83	PRIORITY
TO: ✓ USAMSSA Attn: Mr. Malloy	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS - FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Generate Magnetic Tape - OP-8			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION UNCLASSIFIED	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS- FORDIMS FY 1983-FY 1986 Final FY 1985 OSD Budget Submission			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) Generate magnetic tape for the OP-8 Analysis of Civilian Personnel Costs per coding instructions for machine readable budget exhibit (Incl 1). The only change from the President's Budget is cycle indicator is <u>S</u> .			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: Magnetic Tape Contact: Peggy Z. Maida/77669 Delivery: Will be picked-up when completed		PROPOSED COMPLETION DATE 30 Sep 83	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. JEAN S. ROGERS/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. ALICE M. FRAPOLLI/50315	
SIGNATURE 		SIGNATURE 	

AS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.1.13. DPR for OP-8 Tape

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.</small>		DATE 24 September 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0067-84	PRIORITY
TO: USAMSSA A.tn: Mr. Malloy	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS - FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Generate Magnetic Tape - PB-18			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION UNCLASSIFIED	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) Coding sheet attached (Encl 1)			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) Generate magnetic tape for the PB-18 Foreign Currency Fluctuation per coding instructions for machine readable budget exhibit (Encl 2). The only change from the President's Submit is cycle indicator <u>S</u> . <i>See attached enclosure</i>			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: Magnetic Tape Contact: Mrs. Sandy Rogers		PROPOSED COMPLETION DATE 25 September 1984	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Paulette Aulton/50315	
SIGNATURE 		SIGNATURE 	

DA FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.1.14. DPR for PB-18 Tape

[illegible]

Figure 3.1.14 (Cont.). DPR for PB-18 Tape

FCF Country Codes

000001 - Belgium
000002 - Canada
000003 - Denmark
000004 - France
000005 - Federal Republic of Germany
000006 - Greece
000007 - Italy
000008 - Japan
000009 - Netherlands
000010 - Norway
000011 - Portugal
000012 - Spain
000013 - Turkey
000014 - United Kingdom
000015 - Philippines

Attachment 6
(Page 1 of 2)

Figure 3.1.14 (Cont.). DPR for PB-18 Tape

FOREIGN CURRENCY
TAPE RECORD LAYOUT*

Data Fields			
<u>Number</u>	<u>Description</u>	<u>Length</u>	<u>Position</u>
1	ID Code	15	1-15
2	Country Code (See Foreign Currency Country Codes)	6	16-17
3	U.S. Dollars Requiring Conversion (\$ in thousands)	9	18-26
4	Exchange Rate	4.2	27-33

*This tape is designed to capture PB-18 exhibit data elements and will be submitted for three fiscal years (i.e., FY 1982, FY 1983 and FY 1984).

Attachment 6
(Page 2 of 2)

Figure 3.1.14 (Cont.). DPR for PB-18 Tape

The 15 Digit File Identification Code
for Machine Readable Budget Exhibits

<u>Reference</u>	<u>Description</u>	<u>Length</u>	<u>Position</u>
I.	Exhibit Title Code	4	1-4
II.	Dept/Agency Code	2	5-6
III.	Appropriation Code - Tres.	4	7-10
IV.	Budget Year	2	11-12
V.	FY request	2	13-14
VI.	Cycle Indicator	1	15

Specific Codes Currently in Use

I.	<u>Code</u>	<u>Exhibit Titles</u>
	0008	OP-08
	0026	OP-26
	0030	OP-30
	0032	OP-32
	0018	PB-18
	0021	PB-21
II.	<u>Code</u>	<u>Dept/Agency</u>
	01	Department of Army
	02	Department of the Navy
	03	United States Marine Corps
	04	Department of the Air Force
	11	Army Reserve
	12	Navy Reserve
	13	Marine Corps Reserve
	14	Air Force Reserve
	21	Army National Guard
	24	Air Force National Guard
	30	Defense Mapping Agency
	31	Defense Nuclear Agency
	32	Defense Logistics Agency
	33	Defense Investigative Service
	34	Defense Communications Agency
	35	Defense Intelligence Agency
	36	National Security Agency
	37	Defense Audit Service

Attachment 1
(Page 1 of 3)

<u>Code 1/</u>	<u>Dept/Agency</u>
38	Defense Contract Audit Agency
39	Office of the Joint Chiefs of Staff
40	Office of the Secretary of Defense
41	Defense Audio Visual Agency
42	American Forces Information Service
43	Uniformed Services University of Health Sciences
44	Civilian Health and Medical Program of the Uniformed Services
45	Medical Information Systems
46	Office of Dependent Education
47	Office of Economic Adjustment
48	Washington Headquarters Service
49	Defense Communications and Intelligence
50	Defense Advanced Research Projects Agency
80	National Board for the Promotion of Rifle Practice
82	Claims Defense
84	Court of Military Appeals

III. Code 1/ Appropriation

2020	O&MA
1804	O&MN
1106	O&MMC
3400	O&MAF
0100	O&M Def. Ag.
2080	O&M ARES
1806	O&M WRES
1107	MCRES
3740	O&M AFRES
2065	O&M ARNG
3480	O&M AFNG
0102	Claims, Def.
0104	CMA
2040	RD&E, A
1319	RD&E, N
3600	RD&E, AF
0400	RD&E, DA
2050	MILCON, A
1205	MILCON, N
3300	MILCON, AF
0500	MILCON, DA
2086	MILCON, ARES

Attachment 1
(Page 2 of 3)

	<u>Code 1/</u>	<u>Appropriation</u>
	4962	IF,DA
	4992	IF,A
	4912	IF,N
	4914	IF,MC
	4922	IF,AF
2/	9912	MSCIF
2/	9922	ASIF
	0700	Fam. HDef.
	4002	LSNA
	1080	MA,E
	1705	MBPRP
IV.	<u>Code</u>	<u>Fiscal Year Submit 3/</u>
	84 85	1984- 1985
V.	<u>Code</u>	<u>Fiscal Year Submit 4/</u>
	82	1982
	83	1983
	84	1984
	85	1985
	86	1986
	87	1987
	88	1988
VI.	<u>Code</u>	<u>Cycle Indicator</u>
	S	OSD Budget Submission
	P	Congressional Budget Submission (President's Budget)

1/ Treasury appropriation codes

2/ For the POL exhibit (File 0026) only, use these filler appropriation codes to break out Military Sealift Command and 2nd Military Airlift Command Industrial Funds. MIF and AFIF records will contain the balance of data after these breakouts.

3/ This field will contain the code for the fiscal year of the budget submission. (i.e. for the FY 1984 OSD Submission, Code 84 will be entered for all files)

4/ Each file will contain data for 2 or more fiscal years which will be identified in this field. (i.e. the FY 1984 OSD Submission for the OP-26 Exhibit (File 0026) will include data for FY 1982, FY 1983 and FY 1984 which will be identified by the appropriate code)

Attachment 1
(Page 3 of 3)

Figure 3.1.14 (Cont.). DPR for PB-18 Tape

Coding Instructions For
Machine Readable Budget Exhibit

I The following general coding requirements apply to the six budget exhibits addressed herein and must be applied without exception.

A. The data must be submitted on:

1. 9 track magnetic tape,
2. 7600 BPI, using
3. ASCII (American Standard Code International Interchange) with
4. No headers or trailers

B. Data must be unblocked or Blocked (one), i.e. one logical record for each physical record.

C. Using a single End of File Mark at the end of each file.

D. No classified data. Magnetic tapes will contain only unclassified data.

II Each exhibit for each appropriation by Department/Agency represents a file.

A. Files are composed of data records and fields which are summarized as follows:

<u>Exhibit</u>	<u>File</u>	<u>Records</u>	<u>Fields</u>
OP-8	0008	Pay Schedules	End Strength/Workyear/Compensation
OP-26	0026	Total POL	
		Requirements for each fiscal year within each appropriation.	Price/Costs/Usage by type of fuel
OP-30	0030	Categories of Maintenance	Units/Costs (Financed and Unfinanced)
OP-32	0032	Line Codes	Program Cost/Foreign Currency Adjustments/Price Growth/Program Growth/Program Cost next Fiscal year
PB-18	0018	Country Code	Program Cost/Exchange Rate
PB-21	0021	Types of Consulting Services	Cost

B. Each file (for each exhibit for each appropriation) will be submitted on a separate tape.

C. A print out of tape data must accompany the tape.

D. A hard copy listing of tape contents will accompany each tape.

Encl 2

E. Each tape will have attached an external pressure sensitive label identifying what the tape contains including:

1. Appropriation
2. Agency
3. Names of Files
4. Number of Records in File
5. Logical Record Length by File
6. Type of Computer on which tape was Created
7. Point of Contact and Phone Number

Tapes received without this label will be returned.

III Data for each file will be submitted in the following format.

- A. Position 1-15 will contain the File ID code which is identified in Attachment 1.
- B. Position 16-ff will contain a specific data matrix for each of the six files as described in Attachments 2-7.
- C. Data entries will be right justified with unused leading positions left blank.
- D. A zero must be entered for empty data fields. Note: zero fill in the format required for that field (e.g., a field calling for 3.4 would be 0040.0000).
- E. Do not enter zeroes where there is no data for an entire record (e.g. line(s) on the OP-32 Exhibit).
- F. Do not use parentheses
- G. Do not use low-order negative (no overzone/overpunch). Negative data fields should include a minus symbol immediately preceding the left order digit.
- H. There will be no implied decimal. Decimal points must be entered where appropriate.
- I. Enter no data on tapes other than those specified by these instructions.

IV. Specify coding instructions for each budget exhibit are included in the attachments.

3.2 OMB/OSD Hearings

3.2.1 General

In mid-September the ARSTAF submits the OSD budget for review. Early in the review process the DAB briefs OSD and OMB analysts, presenting an overview of the budget and highlighting significant issues. OSD/OMB analysts then hold hearings with Army appropriation directors. This budget "scrub" concentrates on such matters as pricing, efficiencies and executability. Individual analysts have cognizance over small segments of the overall budget; therefore, numerous hearings/desk side meetings are required over a period of about six weeks. The end result of the hearings is the issuance of a series of PBDs amending Army budget estimates and the particulars of certain programs (see paragraph 3.3).

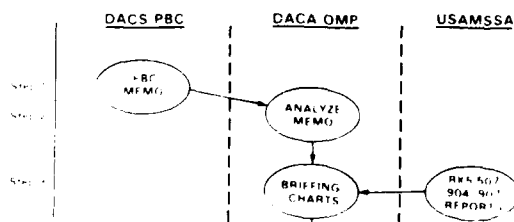
DACA-OMP is required to prepare and present information regarding civilian personnel costing. This presentation is normally included as part of the civilian manpower overview in which DAPE-MB is the principal witness. Specific subjects for presentation are determined by the SELCOM, and the ARSTAF is notified by a memorandum from the PBC.

The entire process is shown in the flow chart, Figure 3.2.1.

3.2.2 Preparation for Hearings

Step 1 Guidance for preparation for OMB/OSD budget hearings is disseminated to the ARSTAF by a PBC memo (Figure 3.2.2). Follow-on memoranda provide specifics as to the time, place and subject(s) for the hearings (Figure 3.2.3). Additional

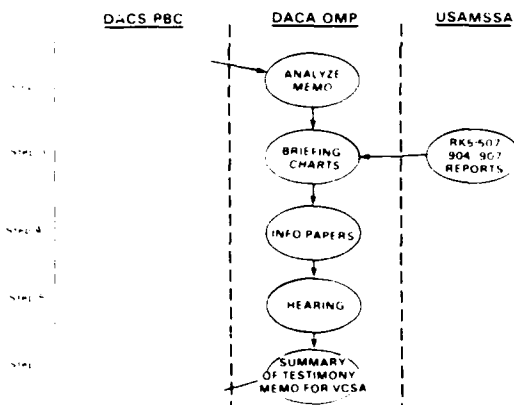
informal guidance may also be received as to agenda, subjects for presentation or requirements for information papers (Figure 3.2.4).



Step 2 All guidance must be carefully analyzed to ensure compliance.

Step 3 DACA-OMP briefing/handouts are prepared as shown in Figure 3.2.5 consisting of:

- Civilian workyear utilization rates (Figure 3.2.5A). These are derived from P00904/P00907 Reports (Figures 3.2.6 and 3.2.7).
- Analysis of changes in workyear costs (Figure 3.2.5B).



- RECAP by appropriation of civilian manpower and associated costs which are derived from the RK5_507 Report, Civilian Personnel Budget Calculations (Figure 3.2.5C).

- Special subjects (Figure 3.2.5D).

Input reports are provided by USAMSSA. The P00904/P00907 Reports provide workyear utilization data (Figures 3.2.6 and 3.2.7). The RK5_507 Report presents cost data by appropriation for the PY, CY and BY (Part III, Section 2).

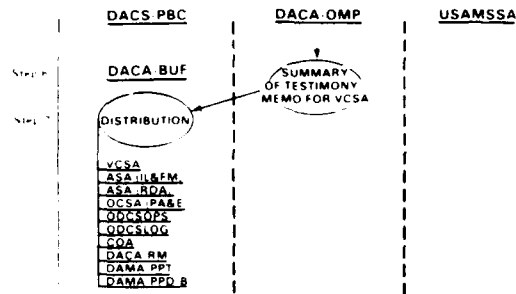
Step 4 Information papers on selected topics are prepared as required. An example is at Figure 3.2.8.

Step 5 The team leader of the Civilian Manpower Team (DACA-OMP) attends the OMB/OSD hearing, presents the briefing on civilian manpower costs, responds to questions and takes detailed notes.

Step 6 Within 48 hours of each OMB/OSD hearing, a summary of testimony must be prepared. This summary covers hearing highlights, key questions, issues raised and required follow-up

actions. It is fully coordinated with other DA hearing participants and approved by the principal witness (Figure 3.2.9). The essential information in the summary is presented in an information memorandum to the VCSA (Figure 3.2.10).

The summary and memorandum are delivered to DACA-BUF for processing and distribution to the VCSA, Army Secretariat and ARSTAF.



ACTION: OMB/OSD Hearings

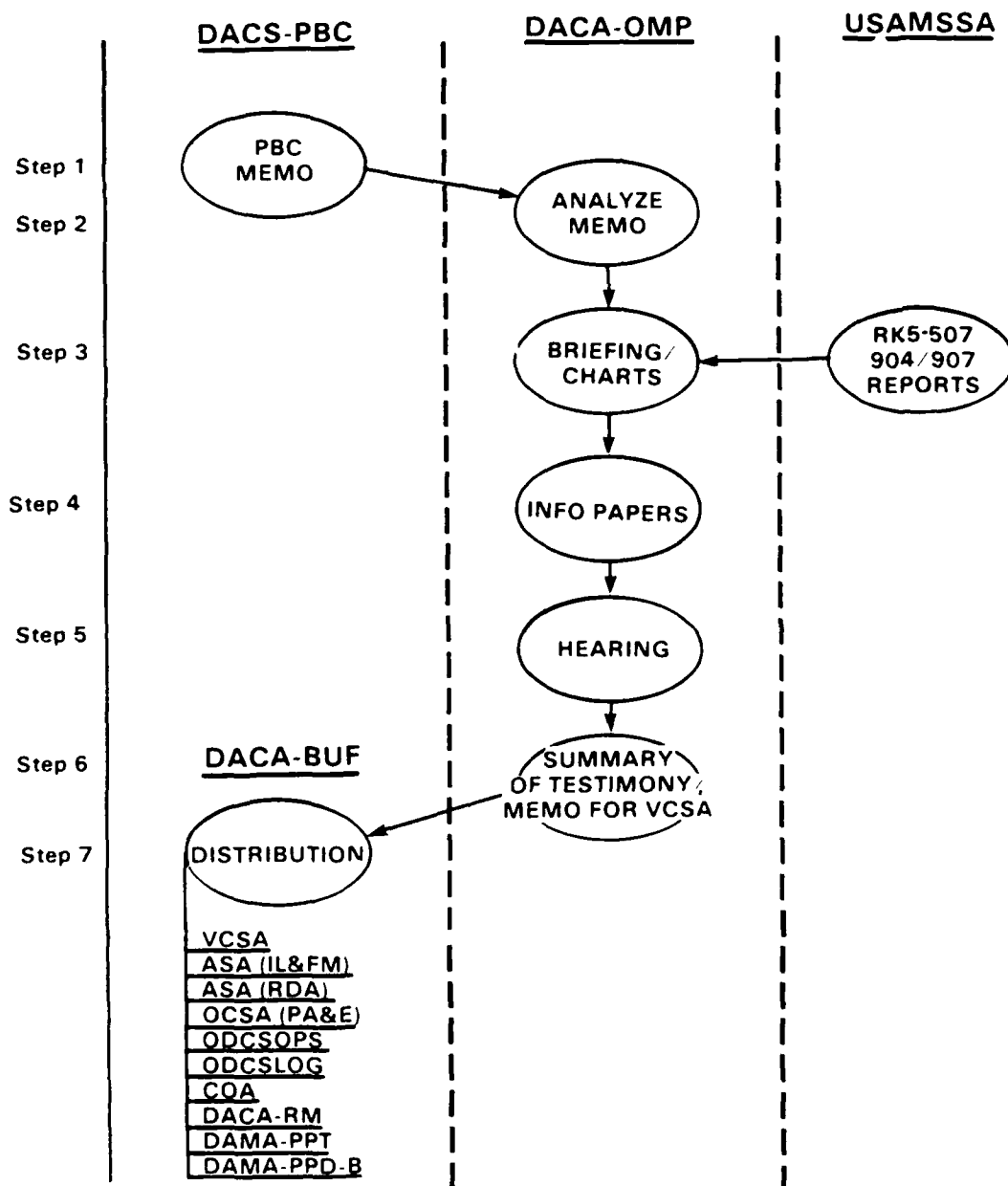


Figure 3.2.1. OMB/OSD Hearings Flow Chart



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON, D.C. 20310

DACS-PBC
PBC MEMO 83-329

13 September 1983

MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: OMB/OSD FY 85 Budget Hearings

1. References:

- a. Department of the Army Budget Directive, July 1983.
- b. VCSA Guidance, SELCOM, 9 September 1983, subject: FY 85 Army Budget.

2. Schedule of Hearings:

- a. The Office, Secretary of Defense (OSD) and the Office of Management and Budget (OMB) will conduct Department of the Army FY 1985 budget hearings in the near future.
- b. Schedules will be provided in subsequent memoranda upon receipt from OSD.

3. Attendance at Hearings:

- a. Principal Program Budget Committee (PBC) members (general officers or civilian equivalent), program or subprogram directors, or proponents of a system or activity are expected to participate actively in the defense and justification of budget requests.
- b. The selection of well qualified support witnesses is critical to assure presentation of the highest quality of justification of Army budget requests. Each witness should be intimately knowledgeable about the details of his/her field of specialization. Witnesses should be those who can most effectively contribute to the defense and justification of the budget. Other witnesses may be "On Call" should they be needed. The applicable appropriation analysts from DACA-BUA will attend their respective hearings.
- c. Appropriation, program or subprogram directors should insure that only as many witnesses as are needed to effectively justify budget requests appear.

Figure 3.2.2. PBC Memo, OMB/OSD Budget Hearings

DACS-PBC

SUBJECT: OMB/OSD FY 85 Budget Hearings

d. Occasionally, the Under Secretary or an Assistant Secretary of the Army will attend selected hearings. Principal Army Staff offices will be advised promptly when a representative of the Army Secretariat indicates plans to attend their hearings.

e. DA agencies (other than the proponent agency) which feel that representation at a particular hearing is essential should request attendance from the principal appropriation, program or subprogram director concerned. Except for the Army Secretariat, the Office, Chief of Staff and the Office, Comptroller of the Army, Army personnel may not attend the hearings without the consent of the principal concerned.

4. Witness Lists.

a. Appropriation, program or subprogram directors will provide the Budget Formulation Division, DACA-BUF, with ribbon (original) and four copies of Agenda and Witness Lists at least 48 hours in advance of the scheduled hearings. Examples of Agenda and Witness List are attached in Enclosures 1 and 2, respectively.

b. The list will include all witnesses who plan to attend, i.e., OSD and OMB examiners, representatives of the Army Secretariat, and the DA Staff.

c. One copy of hearing presentation materials, if any, should accompany this Witness List.


d. Additional copies of the Agenda, Witness List and presentation materials must be available for handout at the hearing involved.

5. Each DA Staff agency responsible for a particular OSD/OMB hearing will provide an abbreviated summary within 48 hours following the hearing. Request that summaries be limited to one page. Where this is not possible, they can be expanded to a second page. The summary will cover highlights, key questions, issues and needed follow-up actions. Summaries will be presented in Memorandum for Record format to the VCSA (1 copy), and the distribution shown on Enclosure 3.

6. Any questions pertaining to OSD/OMB hearing schedules may be addressed to the Budget Formulation Division, Room 3B663, extension 76241, Mrs. Calcote.

FOR THE CHAIRMEN OF THE PROGRAM AND BUDGET COMMITTEE:

3 Encl


MICHAEL H. JACKSON
MAJ, GS
Executive for Budgeting, PBC

2

Mrs. Calcote/76241

FY 1985

DISTRIBUTION LIST FOR
OSD/OMB BUDGET HEARINGS

SAUS	1
SAAS(ILPM)	2
SAAS(RDA)	2
SAAS(MR)	1
SALL	1
SAHO	1
DACS-DC	1
DACS-FM	1
DACS-DP	1
DACA-ZA	1
DACA-BU	1
DACA-BU2	1
DACA-BUA	4
DACA-BUL	1
DACA-BUE	2
DACA-OM	2
DACA-BUF	6
DAAG-RM	1
DAAR	3
DALO	1
DAMA-PPP	1
DAMA-PPR	1
DAMA-PPT	1
DAMI-RMB	1
DAMO-ZF	2
DAMO-C4R	1
DAPE-MBB	2
DASG-RMB	1
MGB-ARZ	3
DAEN-ZC	3

Figure 3.2.2 (Cont.). PBC Memo, OMB/OSD Budget Hearings

(EXAMPLE)

AGENDA FOR
MILITARY CONSTRUCTION, ARMY
OSD/OMB HEARINGS - FY 19__ AUTHORIZATION REQUESTS
OCTOBER 198__
Room 1E801

<u>TIME</u>	<u>SUBJECT</u>
0900	Introduction
0910	Overview
0920	Rapid Deployment Force
0930	Indian Ocean
0940	European MILCON Overview
1000	Medical & Dental Facilities
1010	Administrative Facilities, Troop Housing and Community Facilities - OSHA
1030	Maintenance & Production Facilities
1045	Break
1055	Supply Facilities
1110	Operations & Training Facilities
1125	Research & Development Facilities
1135	Utilities and Real Estate
1145	Pollution Abatement Facilities
1200	Energy Conservation Investment Program
1215	Minor Construction/Planning & Design/Access Roads
1230	Summary

Encl 1

Figure 3.2.2 (Cont.). PBC Memo, OMB/OSD Budget Hearings

Hearing Room Capabilities

<u>Room Number</u>	<u>Capacity</u>
1E 801 (1)	35
1E 801 (2)	45
1E 801 (3)	22
1E 801 (4)	25
1E 801 (5)	35 - 40
1E 801 (6)	20 - 25
1E 801 (7)	75
1E 801 (8)	15 - 20

Figure 3.2.2 (Cont.). PBC Memo, OMB/OSD Budget Hearings

(SAMPLE FORMAT)
DEPARTMENT OF THE ARMY
WITNESS LIST
JOINT OSD/OMB HEARINGS
FY 198_ BUDGET

1. APPROPRIATION:
2. PROGRAM:
3. DATE:
TIME:
ROOM NO.
4. OSD EXAMINER:
OMB EXAMINER:
5. ARMY SECRETARIAT:
OFFICE OF THE CHIEF OF STAFF:
6. OCA:
7. PRINCIPAL:
8. SUPPORT:
9. POINT OF CONTACT:

NOTE: Witness List can be expanded to second page, if needed.

Encl 2

Preparation of Memoranda for Record (MFR)
OSD/OMB Hearings - FY 8 Budget

1. A Memorandum for Record (MFR) will be prepared on each hearing to record decisions, key discussion points, and other important matters. The MFR will include any advance questions and answers as well as questions asked at the hearings for which answers were furnished later. (Answers may be provided by means of the MFR.) The MFR must be prepared, and distributed in final form within 2 working days after the hearing. Distribution will be made to the VCSCA (1 copy), and the addressees shown below. MFR's will be signed by the Division Chief and may be classified, if required.

ASA(II&FM)	2
ASA(RDA)	1
OCSA(P&EE)	1
ODCSOPS	3
ODCSLOG	1
COA (Rm 3B 663)	2
DARCOM	5
DAMA-PPT	1
DAMA-PPP-B	<u>2</u>

18

2. ODAB no longer requires all of the actions done last year. OSD analysts, however, may request submissions (MFR's, witness lists, and agendas) similar to that provided previously.

Encl 3

Figure 3.2.2 (Cont.). PBC Memo, OMB/OSD Budget Hearings



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON DC 20310

DACS-PBC
PBC MEMO 83-382

28 October 1983

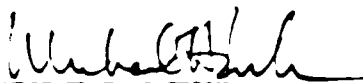
MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: OSD/OMB Hearings Schedule

1. Reference PBC Memo 83-329, dated 13 September 1983, subject: OMB/OSD FY 85 Budget Hearings.
2. The civilian personnel hearings will be held 7 November 1983 in Room 3A678 from 0900 hours to 1100 hours. The following subjects will be presented by the ARSTAF indicated below:

<u>Subject</u>	<u>ARSTAF Responsible</u>
Civilian Manpower	DAPE-MBC
REPL - Civilian Manpower	DACA-RM
Civilian Personnel Costing	DACA-OM

FOR THE CHAIRMEN OF THE PROGRAM AND BUDGET COMMITTEE:


MICHAEL H. JACKSON
MAJ, GS
Executive for Budgeting, PBC

Mrs. Calcote/76241

Figure 3.2.3. PBC Memo, OMB/OSD Hearings Schedule

DEPARTMENT OF THE ARMY

A G E N D A

FY 1985 CIVILIAN MANPOWER PROGRAM
7 NOVEMBER 1983

0900 - 0910	INTRODUCTION	MR. Bedwell
0910 - 0945	FY 85 CIVILIAN MANPOWER OSD BUDGET SUBMIT OVERVIEW	DR. West
0945 - 1020	COMMERCIAL ACTIVITIES (CA) ARMY PERFORMANCE ORIENTED REVIEW AND STANDARDS PROGRAM (APORS)	MR. Strickland
1020 - 1100	CIVILIAN PAY COSTING	MRS. Rogers

Figure 3.2.4. OMB/OSD Hearings Agenda

CIVILIAN MANPOWER COSTING

Prepared By: DACA-OMP
17 October 1984

Figure 3.2.5. Civilian Manpower Costing Briefing/Handouts

TABLE OF CONTENTS

<u>Handout No.</u>	<u>Title</u>
1	Civilian Workyear Utilization Rates
2	Analysis of changes in workyear cost
3	RECAP by Appropriation of civilian manpower and associated costs
4	GM/GS High Grade Funding Reduction

Figure 3.2.5 (Cont.). Civilian Manpower Costing Briefing/Handouts

CIVILIAN WORKYEAR UTILIZATION RATES

2-164

Figure 3.2.5A. Civilian Workyear Utilization Rates

HANDOUT #1

*WORKYEARS WERE DEVELOPED ON

- - FY 86 OSD Budget Submit End Strength

- - Historical/Current Utilization Experience

WORKYEAR UTILIZATION RATES TOTAL MILITARY FUNCTIONS TOTAL DIRECT AND INDIRECT HIRE

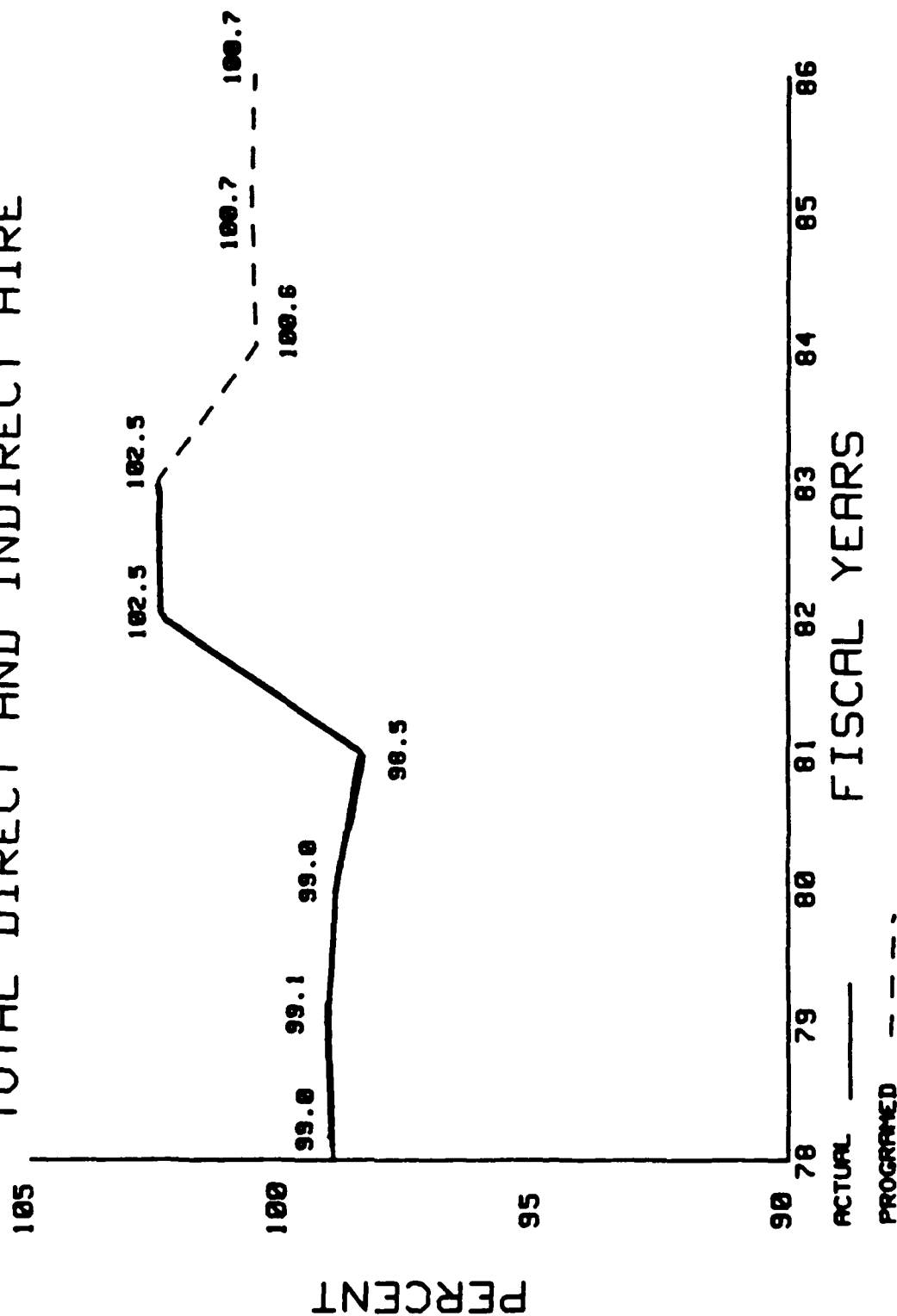


Figure 3.2.5A (Cont.). Civilian Workyear Utilization Rates

WORKYEAR UTILIZATION RATES OPERATION AND MAINTENANCE, ARMY TOTAL DIRECT AND INDIRECT HIRE

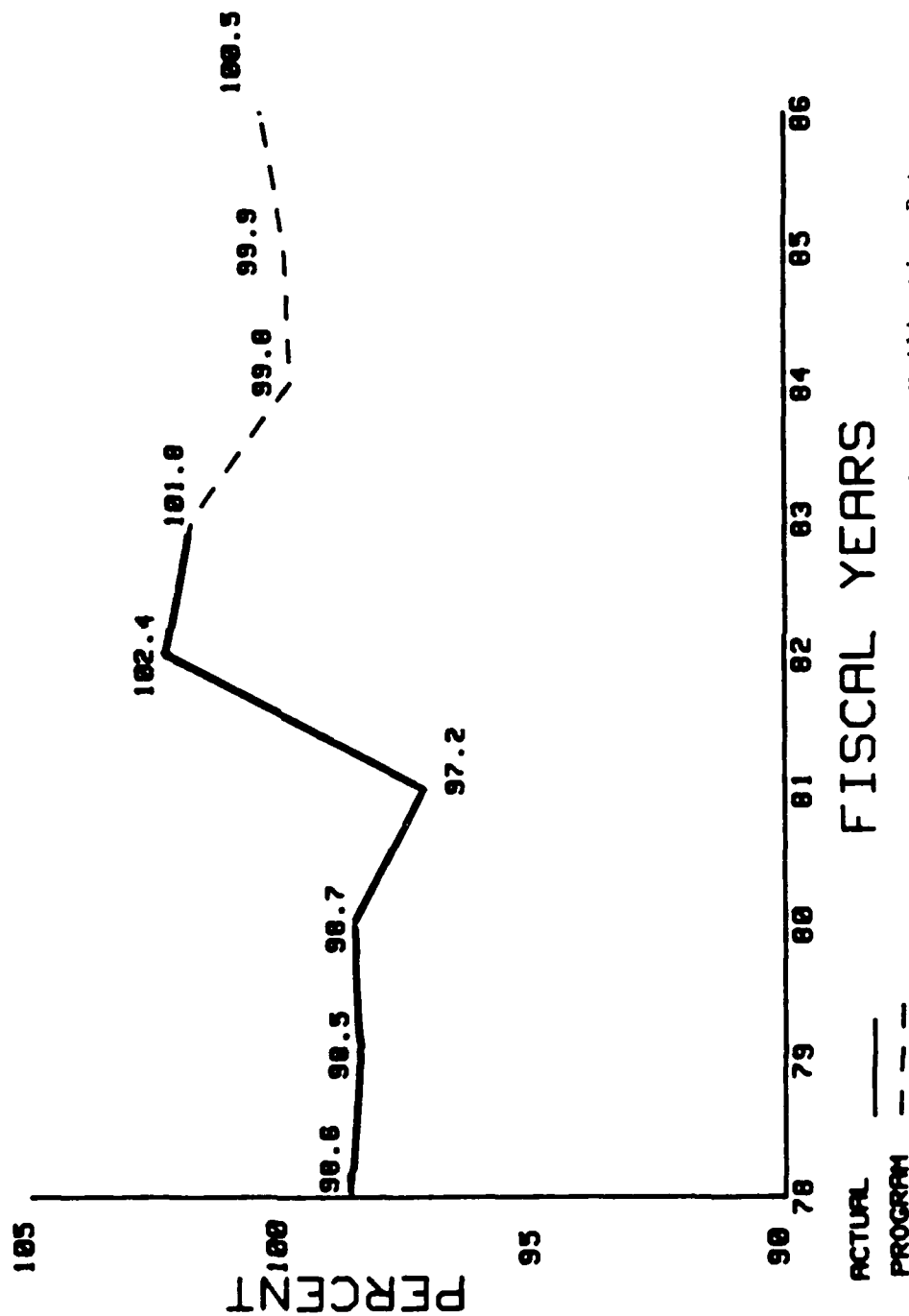


Figure 3.2.5A (Cont.). Civilian Workyear Utilization Rates

WORKYEAR UTILIZATION RATES ARMY INDUSTRIAL FUND TOTAL DIRECT AND INDIRECT HIRE

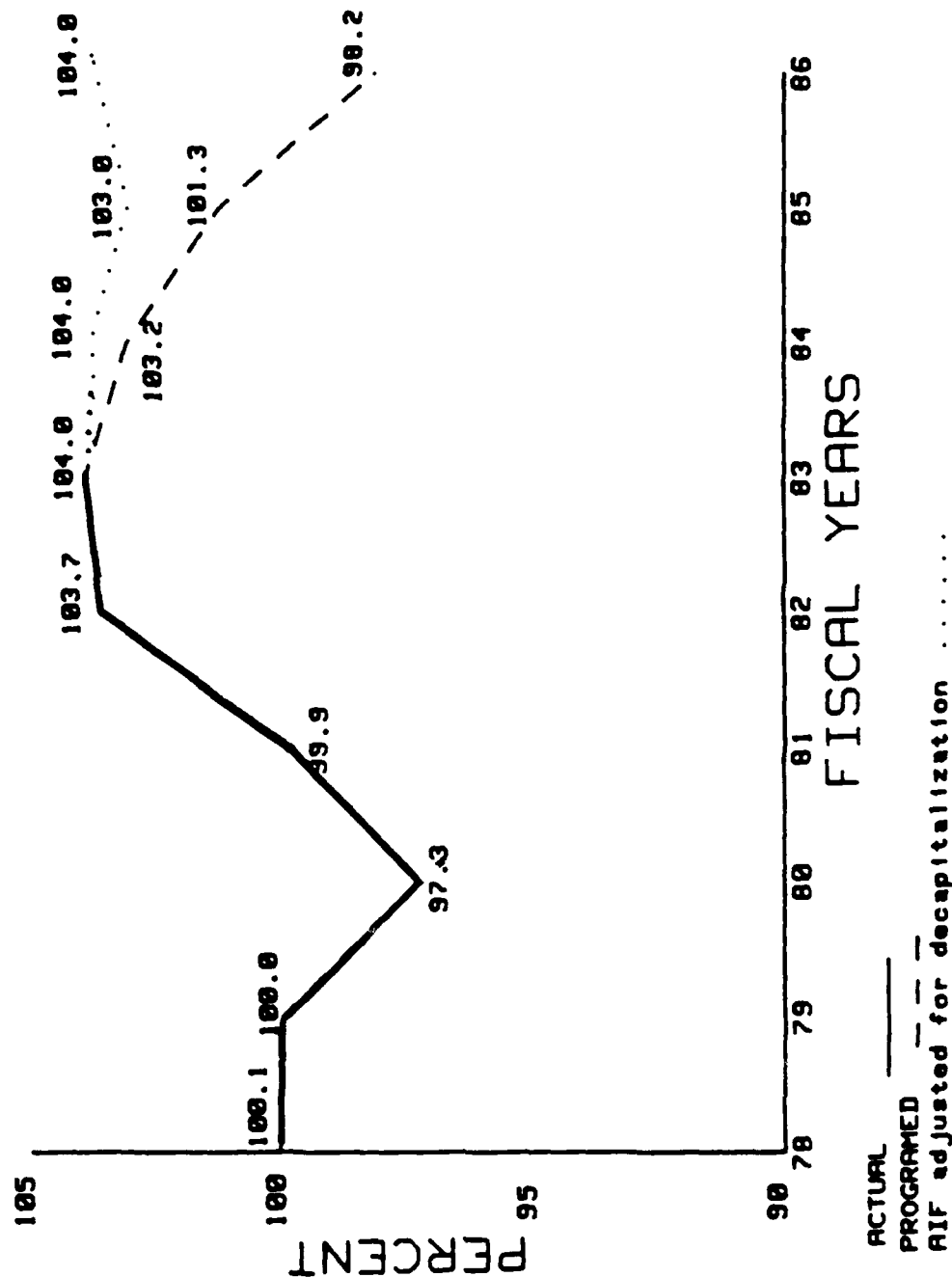


Figure 3.2.5A (Cont.). Civilian Workyear Utilization Rates

WORKYEAR UTILIZATION RATES

BY COMMAND

	ACTUAL			ESTIMATE
	<u>FY81</u>	<u>FY82</u>	<u>FY83</u>	<u>FY84</u>
TRADOC	1.002	1.039	1.027	1.025
FORSCOM	.986	1.035	1.024	.992
AMC	.999	1.048	1.033	1.033
USAISC	1.014	1.014	1.036	1.014
USHSC	.986	1.005	.999	.992
USARJ	1.013	1.031	1.032	1.013
USAEIGHT	.995	.998	1.007	.995
USAREUR	.950	1.031	1.028	1.009

Figure 3.2.5A (Cont.). Civilian Workyear Utilization Rates

WORKYEAR EVALUATION

--Actual workyear utilization
has improved FY 1978
through FY1984

--The program has been in-
creased to reflect a 100%
utilization rate

Figure 3.2.5A (Cont.). Civilian Workyear Utilization Rates

ANALYSIS OF CHANGES IN WORKYEAR COSTS

HANDOUT #2

Figure 3.2.5B. Analysis of Changes in Workyear Costs

CIVILIAN MANPOWER COSTING COMPUTATION

*Level of Detail

- Computations are performed for each category of personnel at PDIP, program element level by command and agency (approximately 20,000 line items)

- Approximately 100,000 computations are performed for the following:

- Strength increases or decreases
- Recosting based on actual experience
- Increases for pay raises and annualization

costs

- Health benefits and social security changes
- Foreign currency fluctuation adjustments

Figure 3.2.5B (Cont.). Analysis of Changes in Workyear Costs

*Methodology

- FY 1984
 - FY 1984 recosted based on FY 1983 actual utilization cost factors
 - Based on 260 workdays
 - Plus FY 1983 pay increase annualization costs for U.S. wage grade and foreign national employees
 - Foreign currency fluctuation (2.71 DM)
 - Plus FY 1984 pay increase for direct and indirect employees

Figure 3.2.5B (Cont.). Analysis of Changes in Workyear Costs

- FY 1985

--FY 1984 recosted base

--Plus 1 workday (261 workdays)

--Plus FY 1984 pay increase annuali-
zation costs U.S. and foreign national
employees

--Plus FY 1985 pay increase for direct
and indirect employees

--Foreign currency fluctuation
(3.22 DM)

- FY 1986

- FY 1985 recosted base
- No change in workdays (261 workdays)
- Plus FY 1985 direct and indirect
hire pay
- Plus FY 1986 indirect hire pay costs
- Foreign currency fluctuation
(3.07 DM)
- Plus medicare rate increases

RECAP BY APPROPRIATION

HANDOUT #3

Figure 3.2.5C. RECAP by Appropriation

CIVILIAN MANPOWER

(ES & WY IN THOUSANDS / DOLLARS IN MILLIONS)

	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
<u>OMA</u>				
END STRENGTH	260.5	263.7	272.5	274.5
WORKYEARS	258.0	262.0	269.5	273.3
UTILIZATION*	100%	100%	101%	100%
FUNDING	\$5,809	\$6,057	\$6,348	\$6,467
<u>AIF**</u>				
END STRENGTH	69.6	65.8	58.0	58.2
WORKYEARS	71.8	68.6	60.8	60.4
UTILIZATION*	103%	103%	104%	104%
FUNDING	\$1,956	\$1,949	\$1,771	\$1,722

* Utilization computed using OMB formula

** AIF adjusted for decapitalization

Figure 3.2.5C (Cont.). RECAP by Appropriation

AD-A182 373 OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-04-84-CR-PT-2 MDA903-84-C-0117

OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-04-84-CR-PT-2 MDA903-84-C-0117

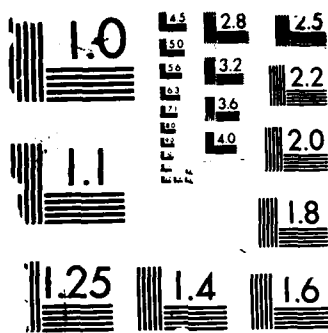
318

UNCLASSIFIED

F/G 5/1

NL

A 10x10 grid of squares, with the top-left square missing, representing a 10x10 grid with a 1x1 hole.



MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

CIVILIAN MANPOWER

(ES & MY IN THOUSANDS / DOLLARS IN MILLIONS)

	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
<u>OMA-NG</u>				
END STRENGTH	24.3	24.5	24.5	24.5
WORKYEARS	23.6	24.6	24.5	24.6
UTILIZATION*	100%	101%	100%	100%
FUNDING	\$633	\$687	\$691	\$694
<u>OMAR</u>				
END STRENGTH	13.7	13.7	13.6	13.6
WORKYEARS	13.1	13.7	13.6	13.6
UTILIZATION*	101%	100%	99%	100%
FUNDING	\$303	\$331	\$331	\$332

* Utilization computed using OMB formula

Figure 3.2.5C (Cont.). RECAP by Appropriation

GM/GS HIGH GRADE

FUNDING REDUCTION

HANDOUT #4

Figure 3.2.5D. Special Subjects

GM/GS 11-15 FUND REDUCTION AND REAPPLICATION (FY 86)

APPN	FY86 OGB BUDGET		CH/GS 11-15 REIN (1000)	REAPPLICATION			
	W/Y	(CH/GS 11-15) TOTAL COMP (1000)		WORKYEARS No. years (1000)	CRP INVEST (1000)	TOTAL (1000)	
OMA	48,730	1,950,648	-48,278	1,738	48,278	0	48,278
OMA-NG	2,002	90,833	-1,017	0	0	1,017	1,017
OMAR	1,225	44,598	-892	38	892	0	892
RDT&E	14,878	638,583	-12,933	0	0	12,933	12,933
MCA	5,888	208,884	-4,013	99	4,013	0	4,013
AIF	18,182	488,198	(-6,851)*				(6,851)*
MFH	117	4,148	-185	6	185	0	185
OPR**			-853			853	853
Other***	87	3,423	0	0	0	0	0
TOTAL	82,287	3,341,081	-66,751	1,877	91,348	15,489	86,791

and adjustments shown under customer accounts
associated with Industrial Fund spaces
MCMCOP, MCMCP, and MPP
associated w/improved actual util. & CR reapplication saved spaces

Figure 3.2.5D (Cont.). Special Subjects

7/13/00

PAGE 8

C B B
FULL TIME PERMANENT WORK YEAR REPORT
DIRECT HIRE ONLY
FISCAL YEAR 1994

APCAT PROGRAM SUPER	DBSTR	EDSTR	DBLTH FPI MH	PPERH	MYEAR	LAD	PTTMT
00							
PROGR TOTAL	0	69,530	0	69,356	69,406	1,990	34,670
	0	69,530	0	69,356	69,406	1,990	34,670
APCAT TOTAL	0	69,530	0	69,356	69,406	1,990	34,670
10							
PROGR TOTAL	0	340	0	330	337	1,902	169
	0	340	0	330	337	1,902	169
APCAT TOTAL	0	340	0	330	337	1,902	169
11							
PROGR TOTAL	0	17	0	17	17	2,000	9
	0	17	0	17	17	2,000	9
APCAT TOTAL	0	17	0	17	17	2,000	9
12							
PROGR TOTAL	0	13,661	0	13,395	13,127	1,921	6,690
	0	13,661	0	13,395	13,127	1,921	6,690
APCAT TOTAL	0	13,661	0	13,395	13,127	1,921	6,690
PTZAR TOTAL	0	341,999	0	311,004	330,002	1,907	135,942

Figure 3.2.7. PQ0907 Report

INFORMATION PAPER

DACA-OMP
30 Aug 83

SUBJECT: Fiscal Year 1984 Civilian Pay Raise

Program: FY 84 Civilian Pay Raise

Actions to Date : - (\$ 000)

	Pres Bud*	HASC (4% Eff 1 Jan 84)	Absorb (17%)	SASC (4% Eff 1 Apr 84)	Joint Conf. (4% Eff 1 Jan 84)
OMA	0	\$170,940	29,060	\$113,960	\$170,940
OMAR	0	7,631	1,297	5,087	7,631
OMARNG	0	14,422	2,452	9,614	14,422
NRPRP	0	13	2	9	13
EDTLE	0	18,197	3,093	12,131	18,197
MCA	0	9,233	1,570	6,155	9,233
MCAR	0	127	22	85	127
AFH	0	4,490	763	2,994	4,490
MAP	0	255	43	170	255
		\$225,308	\$38,302	\$150,205	\$225,308

*Army was not allowed to program for FY 84 pay raise.

Impact of Action: The impact of any of the above adjustments to the Army will more closely align the federal compensation with the private sector. All of the alternatives delay the regularly scheduled 1 October 1983 pay raise.

Army Position: The Army accepts the Joint Conference Position. It provides the earliest possible pay raise of the alternatives without imposing absorption. To impose absorption on the Army would adversely affect readiness by reducing funding for high priority programs.

APPROVED BY: BG GERALD R. JENNINGS
ACTION OFFICER: JEAN S. ROGERS

COORDINATION: OASA(ILA PM)
DACS-DPM
DACA-BUA
DAPE-ZXP
DAPE-MEC
DAPE-MBB

Figure 3.2.8. Information Paper

PBD # 666

PBD # 666

PBD Title: Civilian Manpower Overview
Subject: PBD Hearing MFR

To: DAB

1. This is not a Key PBD at this time. Past experience indicates that this PBD will become a key PBD at a later date (formerly this was PBD 605). A Key PBD Analysis Form is not attached.

2. Hearing date: 7 November 1983

Topics:

- a. FY 85 Civilian Manpower OSD Budget Submit Overview.
- b. Army Performance Oriented Review and Standards Program (APORS).
- c. Commercial Activities (CA).
- d. Civilian Pay Costing.

3. Issues raised during the hearing:

a. Civilian Manpower Overview.

1) The lack of a policy for all services for executing and budgeting for IF manpower based on the current testing of the management of the Industrial Fund without a manpower ceiling.

2) Contracting out estimates compared to the cost effectiveness of overtime.

b. Army Performance Oriented Review and Standards Program (APORS).

Army's methodology for calculating savings associated with APORS.

c. Commercial Activities (CA).

The savings realized in FY 1983 as a result of CA studies.

d. Civilian Pay Costing.

1) Workyear utilization improvement to over 100%.

2) Effective date of 7 hour rate change not beginning 1 October 1983 requires adjustment to Army's program.

4. Information Required/Action office:

a. Requested a copy of the DARCOM article on the cost effectiveness of overtime vs contracting out - DAPE-MBC.

b. Provide actual utilization by appropriation for FY 83 as soon as available - DACA-OMP.

5. Anticipated OSD/Actions:

No specific indication of possible PBD action.

6. Coordination:

DACA-BUA, Ms. Strahan, 3A674 *BAC 11-10-83*

PA&E, Ms. McMahon, 3C725 *L. McMahon 10 Nov 83*

ASA (IL&PM), Ms. Hausman, 3E573 *Tele. 10 Nov 83*

DAPE-MBC, Mr. Fowler, 2A672 *10 Nov 83*

DACA-RM, Mr. Strickland, 3B674 *C.S. 10 Nov 83*

DACA-OM, Mr. Olson, 3B671 *E. Olson*

Approved:

PBD POC

Principal

R.M. Watson

(date)

10 NOV 1983

Received in ODAB on

by

To COA

To VCSA

Annotated CF to Agency

ASA(IL&PM)

PA&E

DACA-OM

DACA-BUA

DAPE-MBC

DACA-RM

Figure 3.2.9. Summary of Testimony

COVER SHEET		
OFFICE SYMBOL DACA-OMP	DATE 17 Nov 83	CONTROL NUMBER
SUBJECT		
FY 1985 OSD/OMB Budget Hearing - PED 666 - Civilian Manpower Overview		
() COORDINATION/APPROVAL OF ACTION	() MICROFICHE ONLY	
KEYWORDS (First word from OCA keyword list; maximum 32 letters each key word)		
1.	2.	3.
MEMORANDUM FOR RECORD (Describe briefly the origin of action, background, discussion, and recommended action).		

1. Request signature on attached Memorandum for the VICE CHIEF OF STAFF, ARMY on the results of the OSD/OMB Manpower Hearing
2. Correspondence of this nature is required for all hearings at the OSD/OMB level.

[illegible]

Figure 3.2.10. Memo for VCSA

PBD # 666

PBD # 666

PBD TITLE Civilian Manpower Overview

SUBJECT: BUDGET HEARING MFR

TO: DAB

1. This is/is not a Key PBD at this time. A Key PBD Analysis Form is/is not attached.
2. See attached MRF(s).

Approved:

PBD POC

Principal _____ (date) _____

Received in ODAB on _____ by _____

To COA _____

To VCSA _____

Annotated CF to Agency _____

ASA(ILL&FM) _____

PAGE _____

DACA-OM _____

DACA-BUA _____

DAPE-MBC _____

DACA-RM _____

Figure 3.2.10 (Cont.). Memo for VCSA



DEPARTMENT OF THE ARMY
OFFICE OF THE COMPTROLLER OF THE ARMY
WASHINGTON, D.C. 20310

REPLY TO
ATTENTION OF
DACA-OMP

MEMORANDUM FOR VICE CHIEF OF STAFF, ARMY

SUBJECT: FY 1985 OSD/OMB Budget Hearing - PBD 666 Civilian Manpower Overview - INFORMATION MEMORANDUM

1. The hearing on PBD 666 (formally PBD 605) was held on 7 November 1983 and covered the following major areas:

- a. FY 85 Civilian Manpower OSD Budget Submit Overview
- b. Army Performance Oriented Review and Standards Program (APORS)
- c. Commercial Activities (CA)
- d. Civilian Pay Costing

2. The principal Army witness for 1a was Dr. West, Deputy Director for Manpower Programs and Budget Directorate (DCSPER). The principal witness for 1b-c was Mr. Stickland, Chief of the Management Practices Office (COA) and Mrs. Rogers of the Program Budget Division (COA) was the principal for 1d. The principal OSD and OMB Examiners were Mr. Davey and Mr. Hannon. All the witnesses conducted a briefing in their respective areas followed by short questions and answers which resulted in additional information being required by the OSD/OMB analysts. The general tone of the briefing was friendly with most of the concern with program growth, savings (manpower & dollar) and manyear utilization.

3. Issues raised during the hearing were as follows:

- a. Civilian Manpower Overview - lack of a policy for all services for budgeting/executing IF manpower based on current testing of management of the IF without an end strength ceiling. Inquires were also made on contracting out estimates compared to cost effectiveness of overtime.
- b. Army Performance Oriented Review and Standards Program - methodology for calculating associated savings.
- c. Commercial Activities - savings realized in FY 83 resulting from CA studies.

DACA-OMP

SUBJECT: FY 1985 OSD/OMB Budget Hearing - PBD 666 Civilian Manpower Overview - INFORMATION MEMORANDUM

d. Civilian Pay Costing - workyear utilization improvement to over 100% and the effective date (October vs. January) of the 7 hour change begin date adjustment.

4. Additional information was required for the following:

a. Copy of DARCOM article on cost effectiveness of overtime vs contracting out (DAPE-MBC).

b. Actual manyear utilization by appropriation for FY 83 when available (DACA-OMP).

FOR THE COMPTROLLER OF THE ARMY:

GERALD R. JENNINGS
Brigadier General, GS
Director of Operation
and Maintenance, Army

3.3 Program Budget Decisions (PBD)

3.3.1 General

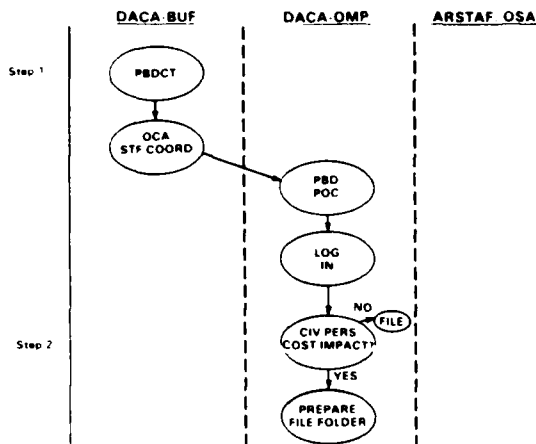
The OSD budget is submitted about 15 September at which time OSD undertakes a review jointly with the OMB. The review ("scrub") is done to assure the budget realistically supports programs approved by the PDM and that it conforms to Budget Estimate Guidance. The review includes briefings to OMB/OSD analysts by the DAB as well as OMB/OSD hearings with Army appropriation/manpower directors. (DACA-OMP actions for the OMB/OSD hearings are in paragraph 3.2.)

The OMB/OSD review results in a flow of PBDs which are received in batches beginning in October and continuing into late December. The PBDs are received by the Program Budget Decision Control Team (PBDCT) in the office of the DAB and forwarded to the appropriate ARSTAF office for review. If the PBD meets the criteria for reclama a draft reclama is prepared, coordinated and submitted to the DAB. The DAB approves, disapproves or modifies the draft. Approved reclaims are forwarded to OSD for further review and decision. If the ARSTAF review indicates a reclama is not appropriate, a statement of non-reclama is prepared and submitted. Detailed procedures for processing PBDs are contained in the HODA Budget Directive re-published by DACA-BUF in July of each year. Additional PBD guidance is contained in memoranda issued by the PBC for each budget cycle. These documents must be meticulously reviewed and adhered to. Of particular importance is the adherence to the very limited time elements allowed for processing PBDs.

The DACA-OMP procedures for processing PBDs is in the flow chart, Figure 3.3.1.

3.3.2 Receipt and Processing of PBDs

Step 1 PBDs are received from OSD by the PBDCT who assigns staff responsibility. The PBD may be

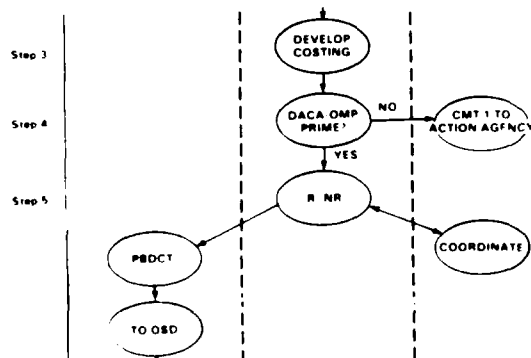


an advance copy or a signed copy. Both are handled in a similar manner with the same degree of urgency. PBDs having civilian manpower cost implications are processed through the OCA staff coordinator to DACA-OMP where they are logged (Figure 3.3.2).

Step 2 The PBD is reviewed to determine if there are civilian manpower cost implications. If there are civilian manpower cost implications a file folder is prepared and all documentation pertaining to the PBD is filed therein.

Step 3 The DACA-OMP analyst develops the cost impact of the PBD for the impacted years.

Step 4 If DACA-OMP does not have prime responsibility for the PBD



(PBD POC) then DACA-OMP provides the responsible staff agency information for inclusion in a reclama or notification that a non-reclama is required (Figure 3.3.3). If DACA-OMP is the PBD POC a determination is made as to a reclama or non-reclama.

```

graph TD
    subgraph DACA-BUF
        Step6[Step 6]
    end
    subgraph DACA-OMP
        Step4[Step 4]
        Step5[Step 5]
    end
    subgraph ARSTAF_OSA [ARSTAF OSA]
        CMT1[CMT 1 TO ACTION AGENCY]
        COORDINATE[COORDINATE]
    end

    Step4 -- NO --> CMT1
    Step4 -- YES --> Step5
    Step5 --> PBDCT
    PBDCT --> TO_OSD[TO OSD]
    TO_OSD -- NO --> SEE_ISSUES[SEE MAJOR ISSUES]
    TO_OSD --> OSD_CHANGE[OSD CHANGE?]
    SEE_ISSUES --> OSD_CHANGE
    OSD_CHANGE --> COORDINATE
  
```

3.3 OSD Response to Reclamations

Step 6 If OSD confirms the original PBD a statement is issued to that effect on a PBD/Batch Index. No hard copy document is issued. If the Army wishes to pursue the decision further, it may be submitted as a major issue (major issues are discussed in paragraph 3.4).

```

graph TD
    subgraph Step_7 [Step 7]
        HCR([HARD COPY RESPONSE])
        PBDCT([PBDCT])
        OCA([OCA STF COORD])
        HCR --> PBDCT
        PBDCT --> OCA
    end

    OCA --> MPD([MANPOWER TRANSACTION DOCUMENT])
    subgraph Step_8 [Step 8]
        MPD --> FBSU([FORDIMS P BS UPDATE])
    end

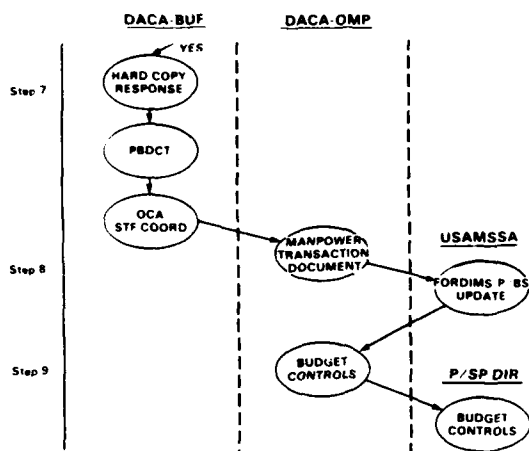
    MPD -.-> USAMSSA[USAMSSA]
    style USAMSSA fill:none,stroke:none

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2-191

Step 8 Upon receipt of the hard copy or notification that the original PBD stands unchanged, DACA-OMP prepares a manpower cost transaction (manual or automated) which is submitted to USAMSSA to change and update FORDIMS-P/BS to reflect the new OSD budget position.

Step 9 New controls are then issued to the P/SP directors.



ACTION: Program Budget Decisions (PBD)

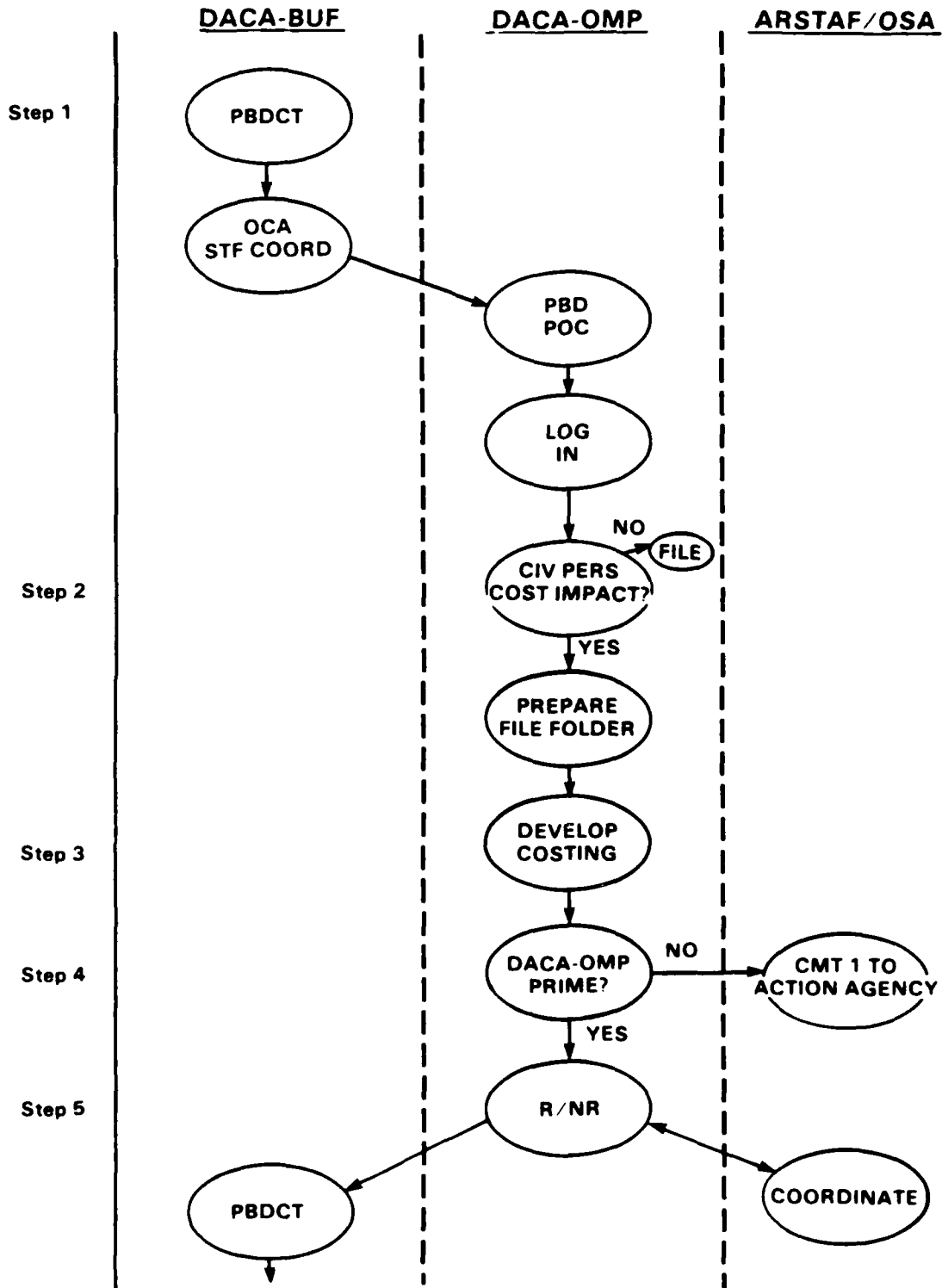


Figure 3.3.1. Program Budget Decisions (PBD) Flow Chart

**ACTION: Program Budget Decisions (PBD)
(Continued)**

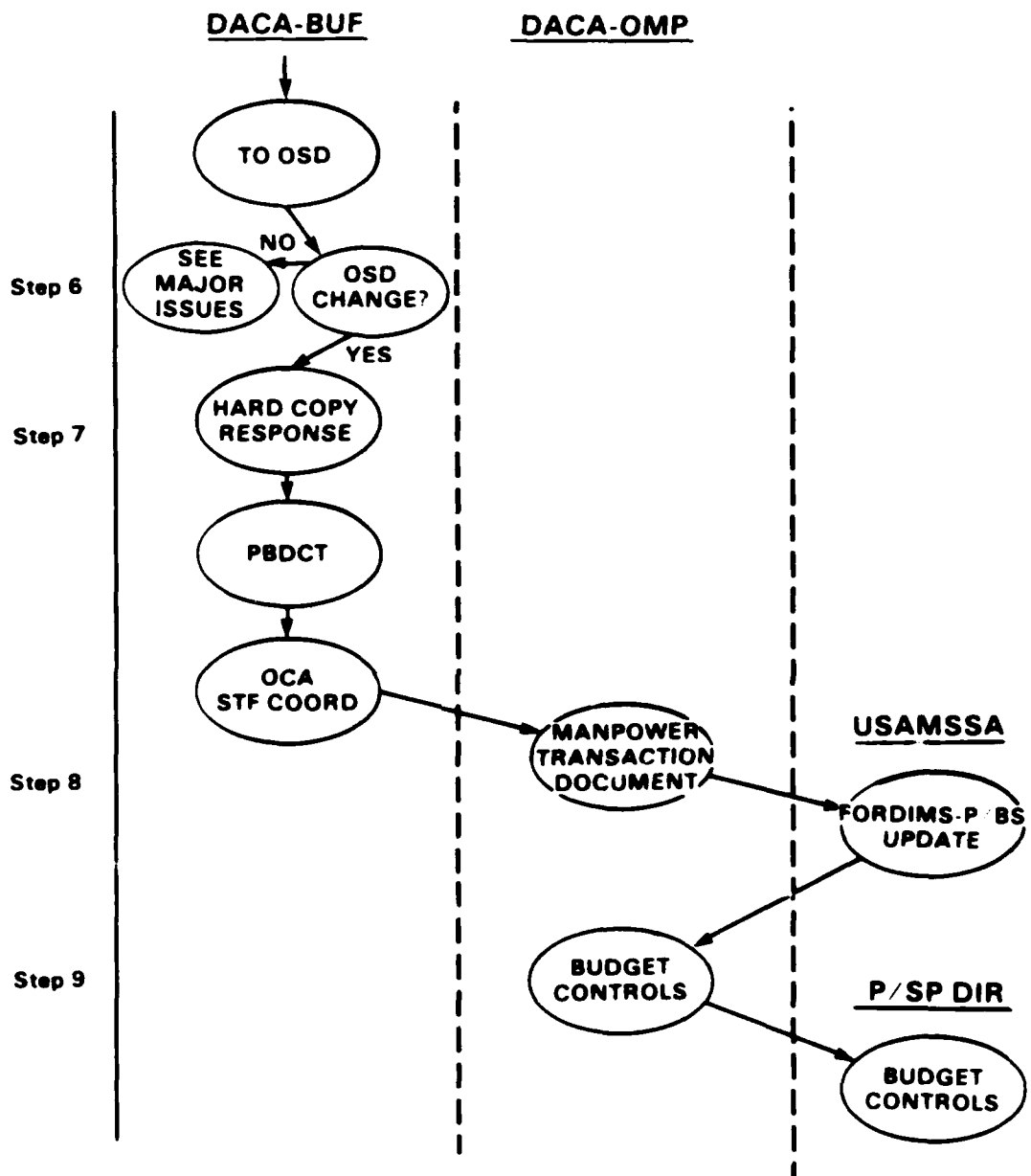


Figure 3.3.1 (Cont.). Program Budget Decisions (PBD) Flow Chart

PDB NO	TITLE	ACTN/ SUB PRIC	MANPOWER BY	LIBRARY	DATE RECEIVED ADJ	SIC	IN W RELIANT/RECLINA	INR PACT-BUT	REMARKS
1212	Combat Act					6 Jan			No ES/WT
2162	Aluminum Tech Development					6 Jan			No ES/WT
646	Military Procurement Strategy				6 Jan				No ES/WT
601	Purchases Inflation				6 Jan				No ES/WT
602	Legislative Proposals					6 Jan			M.I. 101
331C	General Defense Intelligence					6 Jan			0
235C	Air Warfare					1 Jan			No ES/WT
605C	Allowances for Military Personnel					1 Jan			Defensive/Reactive
681	Strategic Defense Initiative					1 Jan			No ES/WT
126	Submarine Cash					1 Jan			No ES/WT
601	Purchases Inflation					1 Jan			ALT 92
666	Civilian Personnel Strength					1 Jan			Set 101 & 102
698	Outboard Allowances for Pay					1 Jan			No ES/WT
699	Army Force Structure					1 Jan			No ES/WT
700	Readiness Restoration					1 Jan			No ES/WT
334G	National Security Act					1 Jan			No ES/WT
402R	Heavy Industrial Fund					1 Jan			No ES/WT

Figure 3.3.2. PBD Log

COVER SHEET			
OFFICE SYMBOL	DACA-OMP	DATE	15 Nov 83
		CONTROL NUMBER	
SUBJECT Basis of Appeal of OSD OBD #003 Civilian Workyear Reduction			
(X) COORDINATION/APPROVAL OF ACTION		() MICROFICHE ONLY	
KEYWORDS (First word from OCA keyword list; maximum 32 letters each key word)			
1.	2.	3.	
MEMORANDUM FOR RECORD (Describe briefly the origin of action, background, discussion, and recommended action).			

1. Reference PBD #003 Land Forces Advance Copy
2. Attached is Basis of Appeal for Civilian Workyear and Associated Funding Reduction based on actual utilization.

(continue on reverse side)

COORDINATIONS (Additional on reverse side)			
OFFICE	NAME	PHONE	DATE
DAPE-MEC			
ASA(114PM)	John Thomas Bunnis		15 Nov 83
DACA-OMP			

APPROVALS					
INITIALS	DATE	INITIALS	DATE	INITIALS	DATE
DIV-				AXO	XO
DIR-				COA	DCOA
ACTION OFFICER (Name, grade, phone, signature)			FICHE NUMBER : DISPATCH DATE		
Mrs. Rogers/77669					

OCA FORM 9, 12 Feb 82

REGRADED
SEPARATED FROM CLASSIFIED DOCUMENT

WHEN

Figure 3.3.3. DF (Basis of Appeal)

DISPOSITION FORM

For use of this form, see AR 340-13. The proponent agency is TAGO

REFERENCE OR OFFICE SYMBOL		SUBJECT																																	
DACA-OMP		Basis of Appeal of OSD PBD #003 Civilian Workyear Reduction																																	
TO	FROM	DATE	CMT 1																																
DAMO-2F	DACA-OM	Mrs. Rogers/cet/79683																																	
<p>1. Reference: PBD #003, Land Forces - Advance Copy.</p> <p>2. The following section should be inserted in the Reclaim of PBD #003 for Appeal of Army Civilian Personnel Costs Reduction.</p> <p><u>Civilian Personnel Utilization Rates</u> - The Army Budget proposes improvements in the utilization of civilian manpower to achieve one full year of effort for each civilian end strength authorized. The OSD rationale is based on an estimated actual utilization factor of 97.3 percent. This figure was arrived at by using the following formula:</p> <table> <tr> <td>FY 82 ES</td> <td>23,218</td> <td></td> </tr> <tr> <td>FY 83 ES</td> <td>25,934</td> <td></td> </tr> <tr> <td></td> <td>49,152</td> <td>÷ 2 = 24,576 Avg Strength</td> </tr> </table> <p>Avg Strength ÷ Workyears (FY 83) =</p> <table> <tr> <td>24,576</td> <td>25,264</td> <td>= 97.32</td> </tr> </table> <p>The formula used by OSD in all previous years has been as follows:</p> <table> <tr> <td>FY 82 ES</td> <td>23,218</td> <td></td> </tr> <tr> <td>FY 83 ES</td> <td>25,934</td> <td></td> </tr> <tr> <td></td> <td>49,152</td> <td>÷ 2 = 24,576 Avg Strength</td> </tr> </table> <p>Workyears (FY 83) ÷ Avg Strength =</p> <table> <tr> <td>25,264</td> <td>24,576</td> <td>= 102.82</td> </tr> </table> <p>Following are actual utilization factors for PBD for previous years using formula as applied by OSD/OMB in previous years.</p> <table> <tr> <th>Fiscal Year</th> <th>Utilization Rate</th> </tr> <tr> <td>FY 80</td> <td>99.02</td> </tr> <tr> <td>FY 81</td> <td>102.92</td> </tr> <tr> <td>FY 82</td> <td>100.92</td> </tr> </table> <p>New information on FY 83 Actuals as of 30 September 1983 indicates the Army's total military functions utilization rate to be 102 %. Data is not available by PBD yet.</p> <p>The utilization rate for FY 85 in this PBD using the above formula used in previous years is 99.92. This is below previous achieved actual utilization.</p> <p>The above cited actual utilization rates indicate PBD #003 resources have not been below 100% for the past two (2) years nor are they expected to be in FY 1983. OSD fails to recognize that in previous years there were hire limitations and full-time permanent ceilings imposed on the Army which kept utilization rates lower than the levels that would have been achieved.</p> <p>The PBD results in developing a workyear utilization reduction on a program strength of 28,099 but pay for an annual workforce of only 26,549. The difference of 1,550 workyears</p>				FY 82 ES	23,218		FY 83 ES	25,934			49,152	÷ 2 = 24,576 Avg Strength	24,576	25,264	= 97.32	FY 82 ES	23,218		FY 83 ES	25,934			49,152	÷ 2 = 24,576 Avg Strength	25,264	24,576	= 102.82	Fiscal Year	Utilization Rate	FY 80	99.02	FY 81	102.92	FY 82	100.92
FY 82 ES	23,218																																		
FY 83 ES	25,934																																		
	49,152	÷ 2 = 24,576 Avg Strength																																	
24,576	25,264	= 97.32																																	
FY 82 ES	23,218																																		
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25,264	24,576	= 102.82																																	
Fiscal Year	Utilization Rate																																		
FY 80	99.02																																		
FY 81	102.92																																		
FY 82	100.92																																		

DA FORM 2496 AUG 81

PREVIOUS EDITIONS WILL BE USED

DD FORM 1000-200-045

Figure 3.3.3 (Cont.). DF (Basis of Appeal)

DACA-OMP

SUBJECT: Basis of Appeal of OSD PBD #003 Civilian Workyear Reduction

of productivity is lost, although the PBD fails to identify which activities should not be performed at the program level. OSD contends that hire lag is inevitable since all new employees cannot be brought on board the first day of the year. The Army is eliminating hire lag and improving performance by prudent use of overhire and temporary employees within the spirit and intent of End Strength Controls.

An active force with increased emphasis on Force Modernization makes it imperative to take all possible actions to apply military personnel force to military functions rather than to the backfill of civilian shortages. Increased use of temporary hires is one initiative which will allow the Army to meet the FY 85 readiness objectives within the current military manning levels.

The workyear reduction along with the \$12.8 million should be restored.

FOR THE COMPTROLLER OF THE ARMY:

GERALD R. JENNINGS
Brigadier General, GS
Director of Operation
and Maintenance, Army

WORKING PAPER

WORKING PAPER

PBD # 663

Department of the Army
PROGRAM BUDGET DECISION RECLAMA

PBD No. 663

PBD SUBJECT: Foreign Currency

Appropriation: Operation and Maintenance, Army

Summary: This PBD reduces the Army's O&M FY 85 Budget submission by \$30.1 million in FY 85 based on adjustments to base O&M dollars requiring conversion and recent foreign currency exchange rates.

Total Obligational Authority (OMA), \$ Mil

	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>
Orig Svc Est	1,671.7	2,020.4	2,357.2
Tent Appvd in PBD	1,671.7	2,020.4	2,037.0
Svc Reclama	1,671.7	2,020.4	2,037.0
Svc Chg Requested			

New Data Underlying Request for Reconsideration: The Army accepts the OSD estimate of the O&M FY 85 funding requirements based on the base change and recent changes in the exchange rates. An accurate determination of the required funding based on the revised exchange rates was made.

Outyear Impact. The Army requests that the foreign currency rates applied to FY 85 be extended to the outyears as was the policy in previous years. The impact of not extending the rate change will build increased administrative workload on the part of the services to maintain separate records for execution in FY 84, Budget in FY 85, and Program for FY 86-89.

	<u>TOA (\$M)</u>			
	<u>FY 86</u>	<u>FY 87</u>	<u>FY 88</u>	<u>FY 89</u>
Impact in PBD	-	-	-	-
Service Proposal	-23.8	-87.6	-91.5	-95.6

Approved [Signature] (PDC POC) [Signature]
AS Head P.3

Coordination
DACA-BUA [Signature]
DACS-DPD [Signature] ASA (ILF.1) [Signature]

Received in ODAB on _____ BY _____

Figure 3.3.4. PBD Reclama

PROGRAM BUDGET DECISION

663

No.

SUBJECT: Foreign Currency

DOD COMPONENTS: Army, Navy, Air Force, Marine Corps, DCA, DLA, DoDDS, NSA

ISSUE: This PBD examines operation and maintenance (O&M) budget estimates for programs using foreign currency.

	<u>(TOA, Dollars in Millions)</u>	
	<u>FY 1984</u>	<u>FY 1985</u>
Service Estimate	3,373.5	3,371.2
Alternative Estimate	-	-103.8

SUMMARY OF EVALUATION: The alternative estimate updates the foreign currency related program amounts to reflect recent foreign currency exchange rates. It also adjusts the O&M, Army base for Belgium to reflect a reduction made in an earlier decision concerning NATO headquarters and the NATO Airborne Warning and Control Systems.

An additional adjustment to the amount of foreign currency included in the Army's FY 1985 estimate for Germany is made based on the size of the unused program balances in FY 1982 and FY 1983 and the growth in foreign currency amounts in support of Germany from FY 1983 to FY 1985.

ALTERNATIVE ESTIMATE: Approve \$3,373.5 million for FY 1984 and \$3,267.4 million for FY 1985.

DECISION The Secretary approved the Alternative estimate Date Nov 14, 1983

Figure 3.3.4 (Cont.). PBD Reclama

PBD Continuation Sheet

663

No.

DETAIL OF EVALUATION: Goods and services purchased overseas are paid for in local currency. Budget estimates for purchasing these goods and services are first calculated in terms of U.S. dollars and then adjusted to reflect exchange rates. Thus, there are three factors affecting budget estimates for programs using foreign currency: the program base; the program requirements for foreign currency; and the exchange rates.

The alternative estimate updates the exchange rates issued for FY 1985 budget formulation to reflect recent experience for the value of the dollar. The table below shows the exchange rates issued in the budget guidance and the rates based on recent data.

Foreign Currency Exchange Rates (Units of Foreign Currency Per One U.S. Dollar)

Country	Rates Used in Service Estimates	Alternative Estimate Rates
	(June, 1983)	(October, 1983)
Belgium (Franc)	50.80	53.24
Canada (Dollar)	1.23	1.23
Denmark (Krone)	9.04	9.45
France (Franc)	7.57	7.99
Germany (Mark)	2.52	2.6235
Greece (Drachma)	84.35	93.65
Italy (Lira)	1,494.50	1,592.70
Japan (Yen)	237.21	233.30
Netherlands (Guilder)	2.82	2.94
Norway (Krone)	7.24	7.37
Portugal (Escudo)	105.00	124.85
Spain (Peseta)	144.03	151.75
Turkey (Lira)	216.35	248.80
United Kingdom (Pound)	.65	.67

Overall, the dollar has gained in value since June, with the exception of Japan where the dollar has lost value. The Marine Corps uses only the yen and therefore has an increased program amount under the alternative estimate rates. For all other components, the rates used in the alternative estimate reduces the amount of dollars needed to support overseas program execution.

PBD Continuation Sheet

663

No.

Similar exchange rate adjustments for FY 1984 are being made by the Congress. The budgetary impact of these adjustments will be reflected in a Congressional PBD.

In addition to adjusting currency exchange rates, this PBD examines the program base and the estimate of the amount of foreign currency required to support the program. Overall, the program base appears to a reasonable estimate in relation to trends present in Service operation and maintenance budgets. That is, when each Service's foreign currency program for FY 1983 through FY 1985 is expressed in terms of constant exchange rates, changes in the base amounts for particular countries relate to program changes occurring at activities in those countries.

Given that the program base is estimated properly, the estimate of the amount of foreign currency required to support a program could be overstated, accurate, or understated. To the extent that programs using foreign currency have large remaining balances, these balances indicate that the amount of foreign currency required for program execution was overestimated. Conversely, negative values--where obligations exceed approved program levels--suggest an underestimation of foreign currency requirements.

The table below shows balances for FY 1982 and FY 1983, based on the most recent accounting data available.

	FY 1982		FY 1983	
	\$ Mil	\$ Total	\$ Mil	\$ Total
Army	444.5	25.2	174.5	10.4
Navy	(40.7)	(13.1)	108.7	32.8
Marine Corps	(36.2)	(41.2)	(2.6)	(12.8)
Air Force	(31.2)	(4.6)	43.6	7.4

As can be seen from the table, the Army had a balance of \$444.5 million or 25.2 percent of its foreign currency related program for FY 1982. For the Army, the German mark is the primary foreign currency used. For programs using the mark in FY 1982, the balance was \$399.0 million. Through August of FY 1983, the Army had a balance of \$174.4 million or 10.4 percent of the total program, with a balance of \$142.3 million for programs in Germany.

At constant exchange rates, the FY 1985 and the FY 1984 estimates for Germany are higher than the FY 1983 estimate. In fact, the FY 1985 estimate is 17.9 percent higher than the FY 1983 estimate. In terms of actual obligations through the end of August, the FY 1985 estimate is 31 percent higher than FY 1983 experience.

3

Figure 3.3.4 (Cont.). PBD Reclama

PBD Continuation Sheet

663

No.

This suggests that either the estimate of the program base is inaccurate or that the estimate of foreign currency requirements (the mark) is distorted. Assuming that the base is acceptable because Army programs in Europe have executed according to plan and the program base estimate relates to the operation and maintenance budget, the foreign currency requirement appears to be overstated for Germany.

Consequently, the FY 1985 estimate of foreign currency can be adjusted. A reduction of \$112.0 million in FY 1983 constant rates or \$125.9 million using the updated rates is included in the alternative estimate. This reduction still maintains the program base in Germany, but adjusts the FY 1985 mark requirements to coincide with program execution experience. Additionally, the Army foreign currency requirements for the Belgian franc will be adjusted to reflect the impact of an earlier decision. This adjustment is made to recognize the payment in U.S. dollars of a portion of the support provided for NATO headquarters and the NATO Airborne Warning and Control System in the alternative estimate.

As indicated in the preceding table, the Navy also had a sizable unused program balance for FY 1983 (32.8%). In FY 1982, however, almost the opposite was true with the Navy showing a negative balance of 13.1%. It appears that in FY 1982, the Navy underestimated its foreign currency requirements or program base; in FY 1983, requirements were overestimated.

In constant exchange rate terms, the Navy is reducing its foreign currency requirements from FY 1983 to FY 1985. This appears reasonable, given the balance for FY 1983 and the absence of an identified increased need for foreign currency.

Marine Corps requirements for the yen are increasing slightly for FY 1984 and FY 1985 compared to FY 1983. These increases appear to correspond to increases in actual obligations.

The Air Force had a relatively small program difference for FY 1983 (7.4%). Overall for FY 1985, the Air Force requirement for foreign currency is decreasing slightly. The amount of the decrease appears to coincide with FY 1983 experience, adjusted to reflect programmatic changes.

4

PBD Continuation Sheet

663

No,

In summary, the alternative estimate adjustments to the program would yield the following revised program amounts using the more recent rates.

FY 1985 Appropriation Summary

<u>Appropriation</u>	<u>(Dollars in Millions)</u>				
	<u>Service Submit</u>	<u>PBD Change</u>	<u>Base Adjustment</u>	<u>Adjusted Base</u>	<u>Alternative Estimate</u>
O&M, Army	2,357.2	-109.0	-131.1	2,117.1	2,037.0
O&M, Navy	369.3	-	-	369.3	365.2
O&M, Marine Corps	109.7	-	-	109.7	111.6
O&M, Air Force	630.2	-	-	630.2	613.8
O&M, Defense Agencies	144.9	-	-	144.9	139.8
Total	3,611.3	-109.0	-131.1	3,371.2	3,267.4

SUMMARY OF ADJUSTMENTS:

	<u>(Dollars in Millions)</u>	
	<u>FY 1984</u>	<u>FY 1985</u>
Alternative Estimate		
O&M, Army	-	-80.1
O&M, Navy	-	-4.1
O&M, Air Force	-	-16.4
O&M, Marine Corps	-	1.9
O&M, Defense Agencies		
DLA	-	-.6
DoDDS	-	-4.0
Intel. & Comm.	-	-.5
Subtotal	-	<u>(-5.1)</u>
Total	-	-103.8

OUTYEAR IMPACT: None.

Figure 3.3.4 (Cont.). PBD Reclama

Department of the Army
PROGRAM BUDGET DECISION NON-RECLAMA

PBD No. 605

3 January 1984

PBD Title: Allowances for Military and Civilian Pay Increases

Summary: This PBD provides for future pay increases for military and civilian personnel for FY 1985 to be retained in the Defense-wide Contingency account for subsequent supplemental appropriation request. PBD reflects the latest administration economic assumption for a 5.5% pay increase for military personnel effective 1 October 1984 and a 3.5% increase for civilian personnel effective 1 January 1985.

TOA \$ MilFY 1985

Original Service Estimate	5,843.3
Tent Approved in PBD	2,936.4

Army Position: Since PBD reflects the current approved administration pay increase rates, the Army accepts PBD estimate including outyears.

Approved

G. A. Olson

Date

3 Jan 84Coordination:

DAPE-MBB	<u>W. R. [Signature]</u>	<u>3 Jan 84</u>
ASA(IL&FM)	<u>G. A. Olson</u>	<u>3 Jan 84</u>
DACS-DPD	<u>[Signature]</u>	<u>3 Jan 84</u>

Figure 3.3.5. PBD Non-Reclama

PROGRAM BUDGET DECISION

605

No.

SUBJECT: Allowances for Military and Civilian Pay Increases

DOD COMPONENTS: A11

ISSUE: Pay raise assumptions and corresponding resources necessary to provide an allowance for future military and civilian pay increases.

(TOA, Dollars in Millions)

	<u>FY 1984</u>	<u>FY 1985</u>
Adjusted Service Estimate	-	3,416.1
Alternative Estimate	-	-479.7

SUMMARY OF EVALUATION: Future pay increases are consolidated into two lines, "Allowance for Military Pay Raises" and "Allowance for Civilian Pay Raises" in the Budget Document and retained in a Defense-wide Contingency account for subsequent supplemental appropriation requests. The pay rates initially included in the FY 1984 President's Budget are the bases of the Service Estimate, adjusted for annualization of the FY 1984 pay supplemental request effective January 1, 1984. The pay base from which the Adjusted Service Estimate pay increases were derived has been updated to reflect the latest military and civilian compensation data; this new pay base has been used in the Alternatives.

Alternative No. 1 reflects the latest economic assumptions of the Administration concerning pay increases. The assumptions provide a 5.5 percent pay increase for military personnel effective October 1, 1984 and a 3.5 percent pay increase for civilian personnel effective January 1, 1985.

ALTERNATIVE ESTIMATE: Approve an allowance of \$2,936.4 million which provides for military and civilian pay increases in accordance with the pay rates stated above.

DECISION The Deputy Secretary approved the Alternative estimate **Date** Dec 29, 1983

Figure 3.3.6. OSD Hard Copy Response

PBD Continuation Sheet

605

No.

DETAIL OF EVALUATION (Continued)

Alternative Estimate (Continued)

WAGE BOARD

	1984	1985	1986	1987	1988	1989
BASE	8398037	8554954	8564416	8606210	8624344	8651942
1/85 3.50		134740	299755	301217	301852	302818
		8689694	8864171	8907427	8926196	8954760
10/85 5.60			297836	498816	499867	501467
			9162007	9406243	9426063	9456227
10/86 5.80				327337	646712	548461
				9733580	9972775	10004688
10/87 5.50					329102	550258
					10301877	10554946
10/88 5.30						335647
						10890593
TOT RAISE		134740	597591	1127370	1677533	2238651
TOTAL PAY	8398037	8689694	9162007	9733580	10301877	10890593

DIRECT HIRE FOREIGN NATIONALS

	1984	1985	1986	1987	1988	1989
BASE	464641	464641	464641	464641	464641	464641
10/84 8.00		37171	37171	37171	37171	37171
		501812	501812	501812	501812	501812
10/85 8.00			40145	40145	40145	40145
			541957	541957	541957	541957
10/86 8.00				43357	43357	43357
				585314	585314	585314
10/87 8.00					46825	46825
					632139	632139
10/88 8.00						50571
						682710
TOT RAISE		37171	77316	120673	167498	218069
TOTAL PAY	464641	501812	541957	585314	632139	682710

Figure 3.3.6 (Cont.). OSD Hard Copy Response

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3.4 Major Issues (President's Budget)

3.4.1 General

Following the submission of the OSD budget in mid-September (paragraph 3.1) an extensive review process is undertaken by OSD and OMB analysts. This review process includes numerous hearings and briefings (paragraph 3.2) and the issuance of Program Budget Decisions (paragraph 3.3) amending Army budget estimates and the particulars of certain programs. PBDs that meet established criteria may be appealed (reclaimed) to OSD. If the original PBD is confirmed by OSD and the Army leadership desires to pursue it further, it may be submitted as a major issue to the DRB.

Major issue lists are prepared and approved by the PBC. If an issue has civilian manpower cost implications, DACA-OMP prepares a Major Issue Summary for use in presentation to the DRB.

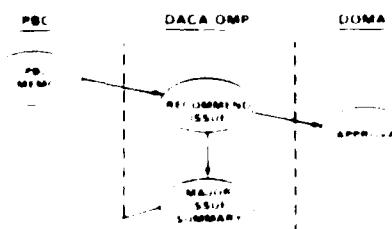
The entire process is in the flow chart, Figure 3.4.1

3.4.2 Selection of Major Issues

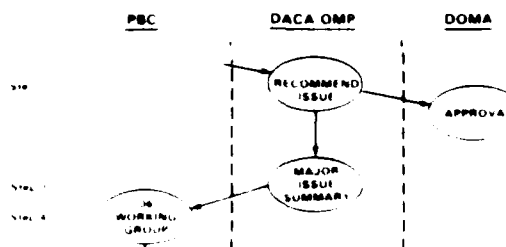
Instructions for the selection, preparation and processing of

major issues are contained in a PBC memorandum which is published toward the close of the PBD cycle (Figure 3.4.2). Adherence to the schedule in this memo is critical.

Step 2 DACA-OMP recommends to DODMA major issues which have significant civilian manpower cost implications and which were unsuccessfully reclaimed to OSD.



Step 3 If the DOMA accepts the recommendation, a Major Issue Summary is prepared (Figure 3.4.3).



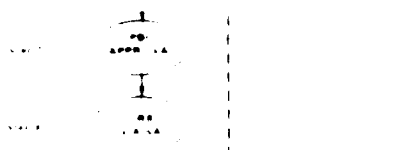
Note that the major issue used as an example covers three PBDs which were unsuccessfully re-claimed. The consolidated dollar impact of these PBDs is presented in the Major Issue Summary.

Step 4 The Major Issue Summary is submitted to the PBC (DACA-BUF). A PBC 06 Working Committee develops and prioritizes a tentative Army list from the issues recommended by the APPN directors.

Step 5 The prioritized major issues list is submitted to the PBC for review and approval.

3.4.3 Submission of Major Issues

Step 6 Once the list is approved, DACA-BUF forwards the Major Issue



Summaries by memorandum to the Secretary of the Army with a draft memorandum to the Secretary of Defense. An example of a final Major Issue Summary is at Figure 3.4.4.

The Director of the Army budget briefs the Secretary of the Army (SA) and the SA presents the Army issues to the DRB for resolution.

ACTION: Major Issues (President's Budget)

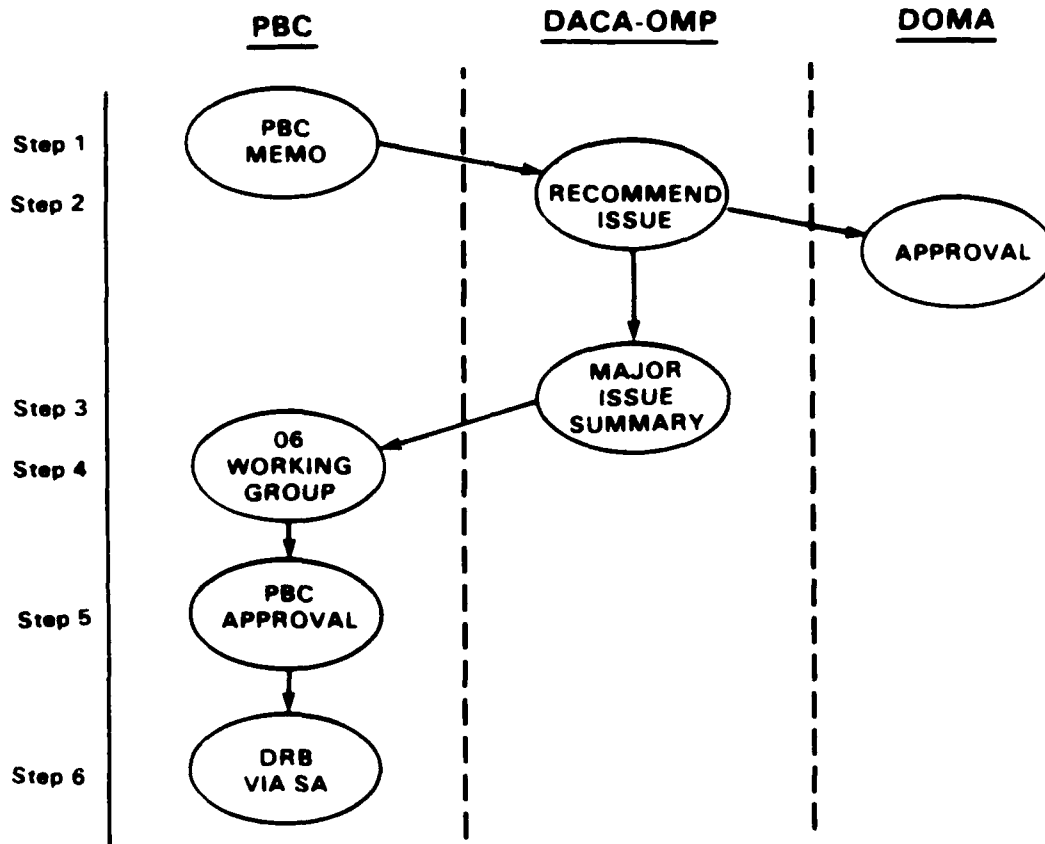


Figure 3.4.1. Major Issues (President's Budget) Flow Chart



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON D C 20310

DACS-PBC
PBC MEMO 83-416

8 December 1983


MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: FY 85 Major Issue Cycle

1. The time between the close of the Program Budget Decision (PBD) Cycle and the Defense Resource Board Resolution of Major Issues is often a matter of hours. The tight budget schedule allows little or no time for thrashing out issues that should already be evident. During the next few days we will develop a tentative list of major issues. The appropriation director or his designated representative must approve the appropriation major issue list. An 06 PBC will be conducted on 14 December to develop a tentative Army list from the appropriation lists of issues for the PBC to approve on 15 December. The schedule of events is at encl 1.
2. It is possible that significant issues may surface after the PBC prioritizes the accepted list. In this case the new issue will be approved by the appropriation director and coordinated with PAED, DCSOPS and any other affected appropriation directors prior to being submitted to the DAB.
3. Format for submission of an issue for consideration as a major issue is at encl 2. Major Issue Summary sheets must be submitted to DACA-BUF, attention MAJ Jackson (Rm 3B665, X57733) not later than 1200 hours, 13 Dec 83.

FOR THE CHAIRMEN OF THE PROGRAM AND BUDGET COMMITTEE:

Enclosures


MICHAEL H. JACKSON
MAJ, GS
Executive for Budgeting, PBC

LTC Mullen/ 57733

Figure 3.4.2. PBC Memo, Major Issue Cycle

MAJOR ISSUE CYCLE SCHEDULE

FY 85

8 Dec	(BUF) PBC MEMO	- request prioritized ISSUES - present the OSD ISSUE format - alert the ARSTAF to the schedule
9 Dec	(DAB) update the CSA heads up book	
14 Dec	(BUF) O6 PBC develop and prioritize an ISSUE list	
15 Dec	(DAB) PBC confirms the prioritized ISSUE list	
15 Dec	(BUF) prep MEMO for SecArmy	
15 Dec	(BUF) prep draft MEMO for SecDef	
16 Dec*	(DAB) brief the SecArmy	
16 Dec	(DAB) update the CSA heads up book	
19 Dec*	(SA) DRB Army presentation	
23 Dec	(DAB) update the CSA heads up book	

*Anticipated dates

Encl 1

Figure 3.4.2 (Cont.). PBC Memo, Major Issue Cycle

CLASSIFICATION

PBD #1/ _____

MAJOR ISSUE SUMMARY

PBD No. 1/ : _____

PBD Subject 1/ : _____

Appropriation: _____

Major Issue Title: _____

TOA SUMMARY (\$M) 2/

FY 84

FY 85

Service Est	3/
OSD Approved	4/
Service Required	5/
Issue Chg Req	6/

FUND SUMMARY (\$M) 7/

FY 84

FY 85

Service Est
OSD Approved
Service Required
Issue Chg Req

Major Issue: 8/

Service Alternative: 9/

Impact if not restored: 10/

OUT YEAR SUMMARY (\$M) 11/

FY 86

FY 87

FY 88

FY 89

Service Est
OSD Approved
Service Req
Issue Chg Req

Prepared by: _____

Office: _____

Phone: _____

Approved by: _____

Office: _____

Appropriation

Priority: 12/

Coordination: PAED
ASA(II&FM)
DCSOPS
DACA-BUA

Encl 2

Figure 3.4.2 (Cont.). PBC Memo, Major Issue Cycle

EXPLANATION

- 1/ PBD No; when more than one PBD is involved list all PBD numbers and short titles consecutively.
- 2/ TOA Summary: Where manpower or quantities are also an issue reflect them in a manner similar to that illustrated for TOA \$.
- 3/ Service Estimate: Presented to OSD on 15 Sep. Add line 1a to show any ABS if appropriate.
- 4/ OSD Approved: Amount approved by the tentative decision on the signed PBD.
- 5/ Service Required: Total dollars absolutely needed ("fall on your sword amount").
- 6/ Issue Change Requested: The difference between 4/ and 5/, i.e., Required - Approved.
- 7/ Fund Summary: When a Fund (AIF, SF, etc.) is involved, a summary of the \$ will be illustrated in the same format as the TOA Summary in addition to the TOA Summary; otherwise this paragraph will be left out.
- 8/ Major Issue: A brief description of the problem.
- 9/ Service Alternative:
 - If we can do it within the Army describe now.
 - If we cannot do it "inhouse" how can OSD help.
- 10/ Impact if not restored: Be concise, but specific.
- 11/ Outyear summary: Use the same format and rules as those for the TOA Summary.
- 12/ Appropriation Priority: Within the list of issues submitted by the appropriation director what numerical rank is this issue; lowest number (1) is highest priority.

MAJOR ISSUES SUMMARY
FY 83

PED NO. 003, 029, 056, 401
SUBJECT: Civilian Personnel Workyears

	<u>FY 82</u>		<u>End</u>	<u>FY 83</u>		<u>End</u>
	<u>TOA</u>	<u>WORKYEARS</u>	<u>Strength</u>	<u>TOA</u>	<u>WORKYEARS</u>	<u>Strength</u>
Service Request Amount	\$8,863,873	376,259	381,716	\$9,361,454	391,353	392,063
OSD Tentative Decision	\$ -93,000	-3,429		\$ -146,200	-8,350	
Approved Amount	\$8,770,873	372,830	381,816	\$9,215,254	383,003	392,063
Service Issue Amount	\$ +93,000	+3,429		\$ +146,200	+8,350	

MAJOR ISSUE:

The Army Budget proposes improvements in the utilization of civilian manpower to achieve one full year of effort for each civilian end strength authorized.

Program and Budget Decisions contend this is unachievable or undesirable and have reduced the civilian pay to constrain workyear utilization to approximately 98% of the average end strength.

The OSD rationale averages the FY 82 and FY 83 end strength and allows 98% of this average as funded workyear level.

	<u>Table 1</u>		
	<u>End Strength</u>	<u>Workyears</u>	<u>%</u>
FY 82	381,716	376,259	98.57
FY 83	392,063	391,353	99.82
	$\frac{773,779}{2} = 386,890 \text{ average strength}$ $\times .98 \text{ utilization factor}$ $379,152 \text{ funded workyears}$		

The result of this rationale is an approved program strength of 392,063 but pay for an annual work force of only 379,152. The difference of 12,911 work-years of productivity is lost, although the PEDs fail to identify which activities should not be performed at the programed level.

SERVICE ALTERNATIVE: The Army is short civilians to perform its validated workload. The Program and Budget submissions were constrained by affordability and the realization that some end strength increases would have to be accommodated by economies, efficiencies and improved management. To bridge the gap between requirements and the request we provided civilian pay dollars to hire temporary and overhire employees to meet known surge workloads and to eliminate hire lag.

Figure 3.4.3. Major Issue Summary

HIRE LAG: OSD contends that hire lag is inevitable since all new employees cannot be brought on board on the first day of the year. The Army contends that hire lag is the result of poor management and lack of funds for pay and is forced on the Services by outmoded funding conventions. The program manager can eliminate hire lag and improve his performance by the prudent use of over hire and temporary employees within the approved overstrength. The Army's ability to vary employment levels according to workload demands within a fixed end strength is shown on the following table.

Table 2
Strength Changes by Month FY 81

<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>
+1,254	+2,439	+4,055	+8,172	+8,252	-1,187	-8,482

MANAGEMENT CONTROL:

The Army is raising a fundamental question of management philosophy "How should the Services be controlled with respect to civilian manpower?"

We accept end strength control from the Congressional authorization process as a near term political reality. We do not think that the additional work-year control as imposed by OSD is either conducive to good management or within the spirit or intent of decentralized program execution. Workyear control is really an easy way to reduce funding levels without addressing program accomplishment impact. Since OSD has made Service Secretaries accountable for program execution he should have the tools and flexibility to manage within Congressional limits.

RELATIONSHIP TO READINESS: The effective utilization of all civilian manpower spaces, both permanent and temporary, and the resultant reduction in use of Borrowed Military Manpower (BMM) allows the Army to meet operational requirements in a period of reduced active military manpower levels. With a smaller active force it is imperative to take all possible actions to apply military personnel force to military functions rather than to the backfill of civilian shortages. Increased use of temporary hires is one initiative which will allow the Army to meet the FY 83 readiness objectives within the current military manning levels.

IMPACT IF NOT RESTORED: The Army will be required to divert military personnel from their primary missions with a resultant degradation in readiness.

PRD NO. 003, 029, 056, 401
 SUBJECT: Civilian Personnel Workyears

	FY 82				FY 83			
	TOA	Outlays	Workyears	End Strength	TOA	Outlays	Workyears	End Strength
Service Request Amount	\$8,863,873	5,522,632	376,259	381,716	\$9,361,454	7,209,268	391,353	392,063
OSD Tentative Decision	\$-93,000	-74,400	-3,429	-	\$-146,200	-232,398	-8,350	-
Approved Amount	\$8,770,873	5,448,232	372,830	381,816	\$9,215,254	6,976,870	383,003	392,063
Service Issue Amount	\$+93,000	+74,400	+3,429	-	\$+146,200	+232,398	+8,350	-

MAJOR ISSUE: The Army Budget proposes improvements in the utilization of civilian manpower to achieve one full year of effort for each civilian end strength authorized. Program and Budget Decisions contend this is unachievable or undesirable and have reduced the civilian pay to constrain workyear utilization to approximately 98% of the average end strength.

SERVICE ALTERNATIVE:

MANAGEMENT CONTROL: The Army is raising a fundamental question of management philosophy "How should the Services be controlled with respect to civilian manpower?" We accept end strength control from the Congressional authorization process as a near term political reality. We do not think that the additional workyear control as imposed by OSD is either conducive to good management or within the spirit or intent of decentralized program execution. Workyear control is really an easy way to reduce funding levels without addressing program accomplishment impact. Since OSD has made Service Secretaries accountable for program execution he should have the tools and flexibility to manage within Congressional limits. The Army is short civilians to perform its validated workload. The Program and Budget submissions were constrained by affordability and the realization that some end strength increases would have to be accommodated by economies, efficiencies and improved management. To bridge the gap between requirements and the request we provided civilian pay dollars to hire temporary and overhire employees to meet known surge workloads and to eliminate hire lag.

RELATIONSHIP TO READINESS: The effective utilization of all civilian manpower spaces, both permanent and temporary, and the resultant reduction in use of Borrowed Military Manpower (BMM) allows the Army to meet operational requirements in a period of reduced active military manpower levels. With a smaller active force it is imperative to take all possible actions to apply military personnel force to military functions rather than to the backfill of civilian shortages. Increased use of temporary hires is one initiative which will allow the Army to meet the FY 83 readiness objectives within the current military manning levels.

IMPACT IF NOT RESTORED: The Army will be required to divert military personnel from their primary missions with a resultant degradation in readiness.

Figure 3.4.4. Final Major Issue Summary

3.5 President's Budget

3.5.1 General

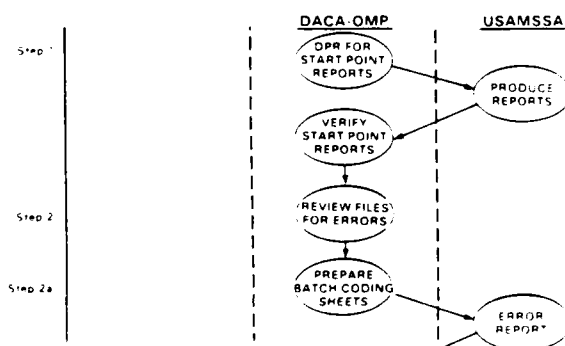
The President's budget (PB) submission is the official Army budget which is forwarded by the President to the Congress. The President's budget incorporates OSD and OMB directed changes to the OSD budget as well as other manpower changes that are approved after the OSD budget has been submitted. The President's budget is normally submitted at the end of January each year for the fiscal year beginning the following October.

The process required to develop the President's budget is shown in the flow chart, Figure 3.5.1.

3.5.2 Completion of Updates

A number of updates to the OSD budget must be performed to reach the President's budget position. The processes will be very similar to the OSD budget processes described in paragraph 3.1 above.

Step 1 The initial step in developing the President's budget is the

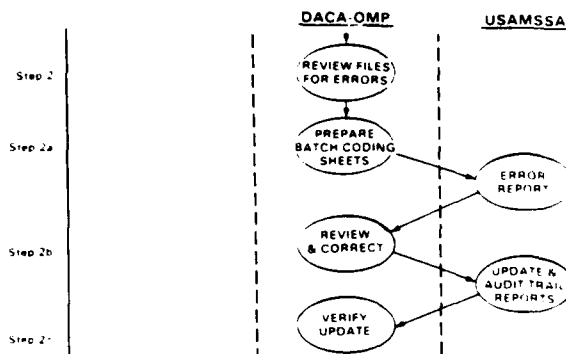


identification of the start point. USAMSSA is requested to produce appropriation workpapers, regular and FNSEA, and OP-8, 8A and 10 reports based on the OSD budget position. These reports are reviewed to ensure that the start point is correctly identified by USAMSSA as the OSD budget position.

Step 2 A DPR requesting batch coding of cost-only transactions is prepared and forwarded to USAMSSA.

Step 2a

Review of Files for Errors. This step begins with a review of files to determine if the files contain errors in costs. Appropriation workpapers reports from the recosted file with-



out pay raises are used. The fields containing dollar-related entries are reviewed to ensure that the values shown are reasonable. An example of a report containing errors is shown in Figure 3.1.2. The average salary for general merit employees was found to be

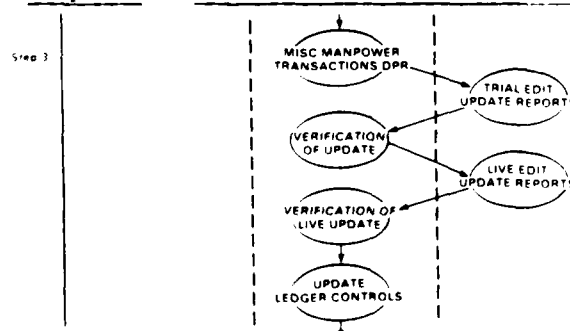
excessive. An average salary for all general merit employees in that command was determined. The new average salary (48481 in the example shown) is multiplied by the manyears to determine a new value for OC 11. The new value for OC 11 causes OC 12 to change, so a new value for OC 12 is computed.

Step 2b

Batch Coding to Correct Errors. The changes determined by the review described in paragraph a above are coded onto P/BS Audit Cards #2 or #3 as appropriate (see Figures 4.3.9 and 4.3.10 for examples). The difference between the value printed on the report being reviewed and the value recomputed is recorded on the audit cards. In the example shown a "-775" is coded to change OC 11 from "2084" to "1309." The audit cards are provided to USAMSSA for batch processing. An example of the DPR is shown in Figure 3.1.3.

Step 2c

Verification of Batch Coding Changes. USAMSSA enters the



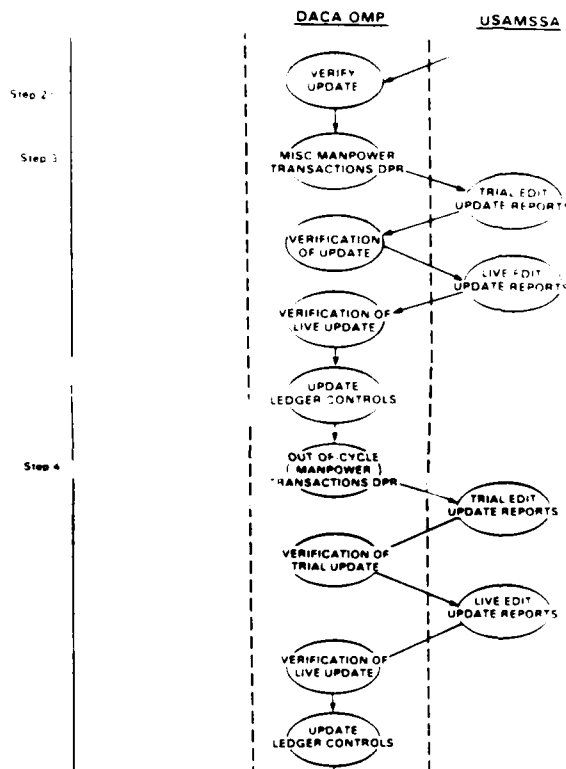
coded information and produces an error report which is reviewed. Corrections are made by DACA-OMP and the error report returned to USAMSSA. USAMSSA Then produces an Audit Trail by ACTNO report which is

used to check whether the batch coding changes were correctly made. The example at Figure 3.1.4 shows that the changes submitted to correct the errors shown in Figure 3.1.2 were correctly applied.

Step 3

Miscellaneous manpower transactions are forwarded to USAMSSA by DPR for processing. An example of the DPR is shown in

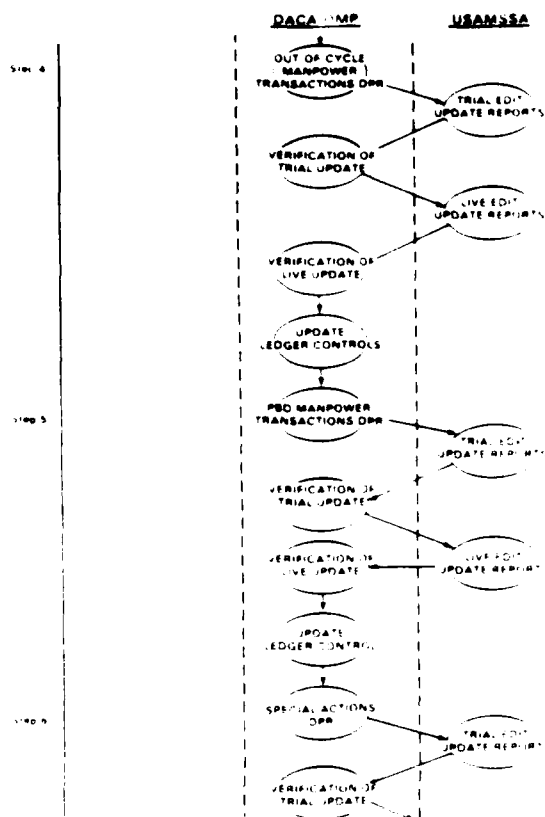
Figure 3.5.2. USAMSSA produces trial edit update reports which are forwarded to DACA-OMP for verification. DACA-OMP verifies that the miscellaneous changes were correctly applied by comparing the before-update reports with the after-update reports, noting that the correct changes were made. After verification USAMSSA is notified to produce live edit update reports. These reports are also checked to verify that the live edit update was correctly performed. The Manpower Team will notify the Ledger Control Team of changes in manpower controls so that the ledger controls can be updated.



Step 4

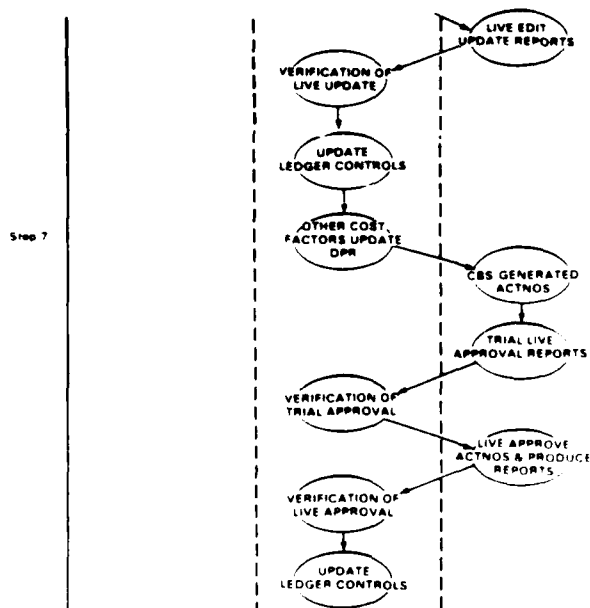
Out-of-cycle manpower transactions are forwarded to USAMSSA by a DPR, an example of which is shown in Figure 3.5.2. The DPR may be separate from the miscellaneous transactions, if required. The same reports and verification steps, including update of ledger controls, described in Step 3 are performed for the out-of-cycle changes.

When a PBD affecting civilian manpower is issued by OSD, the



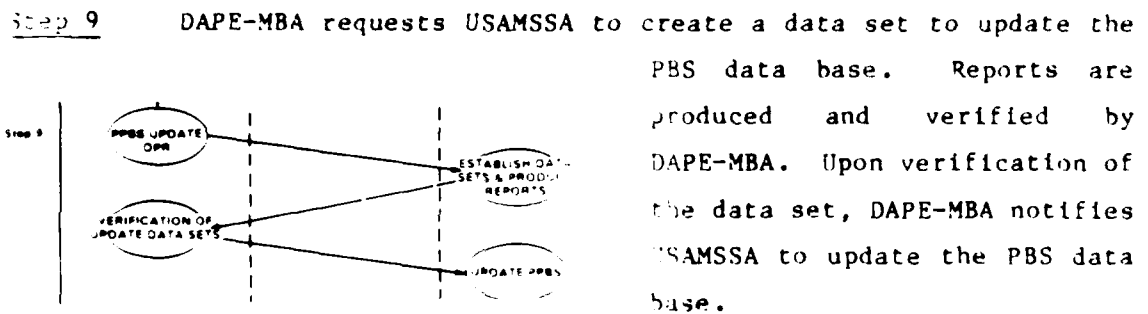
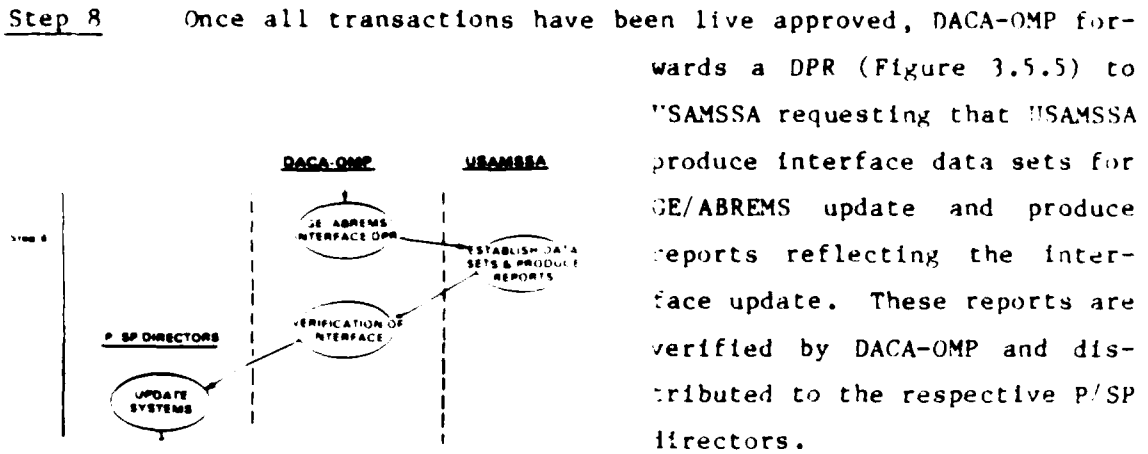
effect of the PBD must be applied to the file. The effect of the PBD and the method for executing the provisions of the PBD are developed by the ARSTAF and approved by the VCSA. DACA-OMP submits a DPR (Figure 3.5.3) to USAMSSA to process the update of the file based on the PBD, citing the appropriate ACTNOS and produce reports for verification. DACA-OMP verifies the PBD processing and notifies USAMSSA to live approve. The ledger controls are updated if appropriate.

Step 6 Special manpower actions such as the Special AIF Manpower

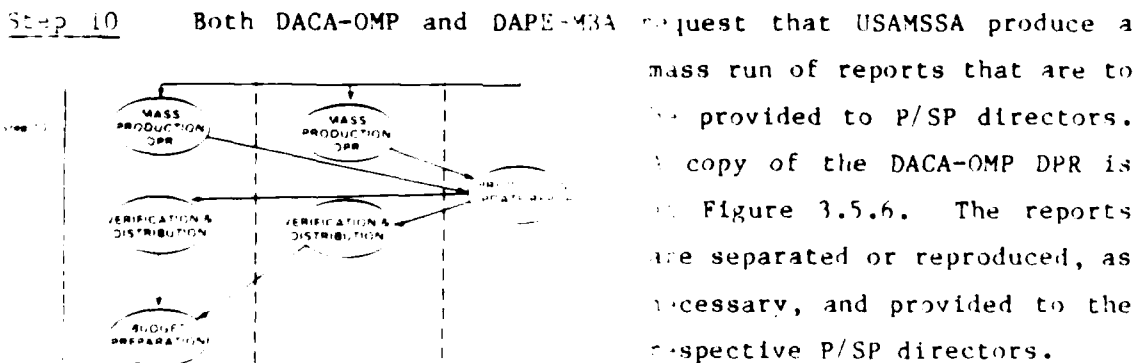


change or the DoD Omnibus Authorization Act, etc. may require processing. The request for such processing may be forwarded to USAMSSA via separate DPR or may be included with miscellaneous transactions. The same reports and verification steps, including update of ledger controls, described in Step 3 are performed for the special action changes.

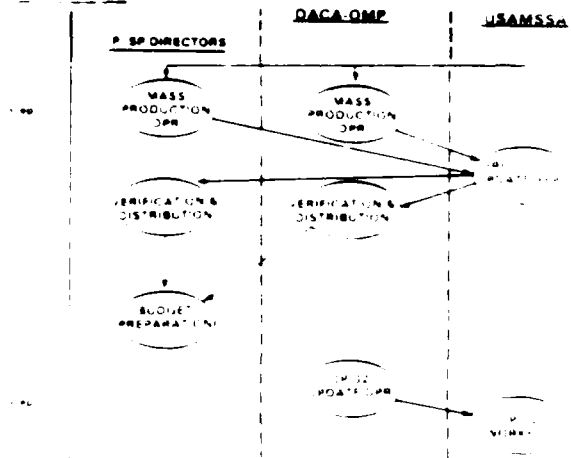
3.5.3 Updates of External Systems



3.5.4 Production of Reports

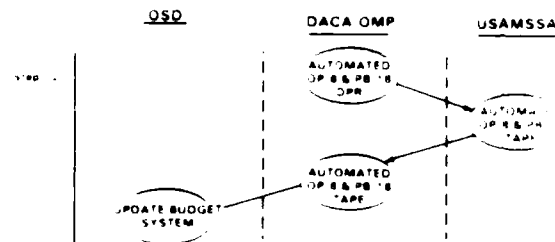


Step 11 A work file for development of a to update the DACA-OMP auto-



ated cost program growth system (CPGS) is established by USAMSSA based on a DPR submitted by DACA-OMP (Figure 3.5.7). This work file assists DACA-OMP Ledger Control Team in producing the OP-32 controls for the P/SP Directors.

Step 12 DACA-OMP prepares DPRs requesting that USAMSSA produce auto-



ated OP-8 and PB-18 exhibits on magnetic tape (Figures 3.5.8 and 3.5.9). These tapes are provided to OSD to update their data base.

3.5.5 Development of Budget Exhibits

A number of budget exhibits are developed from the reports produced as described in the steps above. Each of these exhibits and the procedures for developing them are described in Section 6.

ACTION: President's Budget

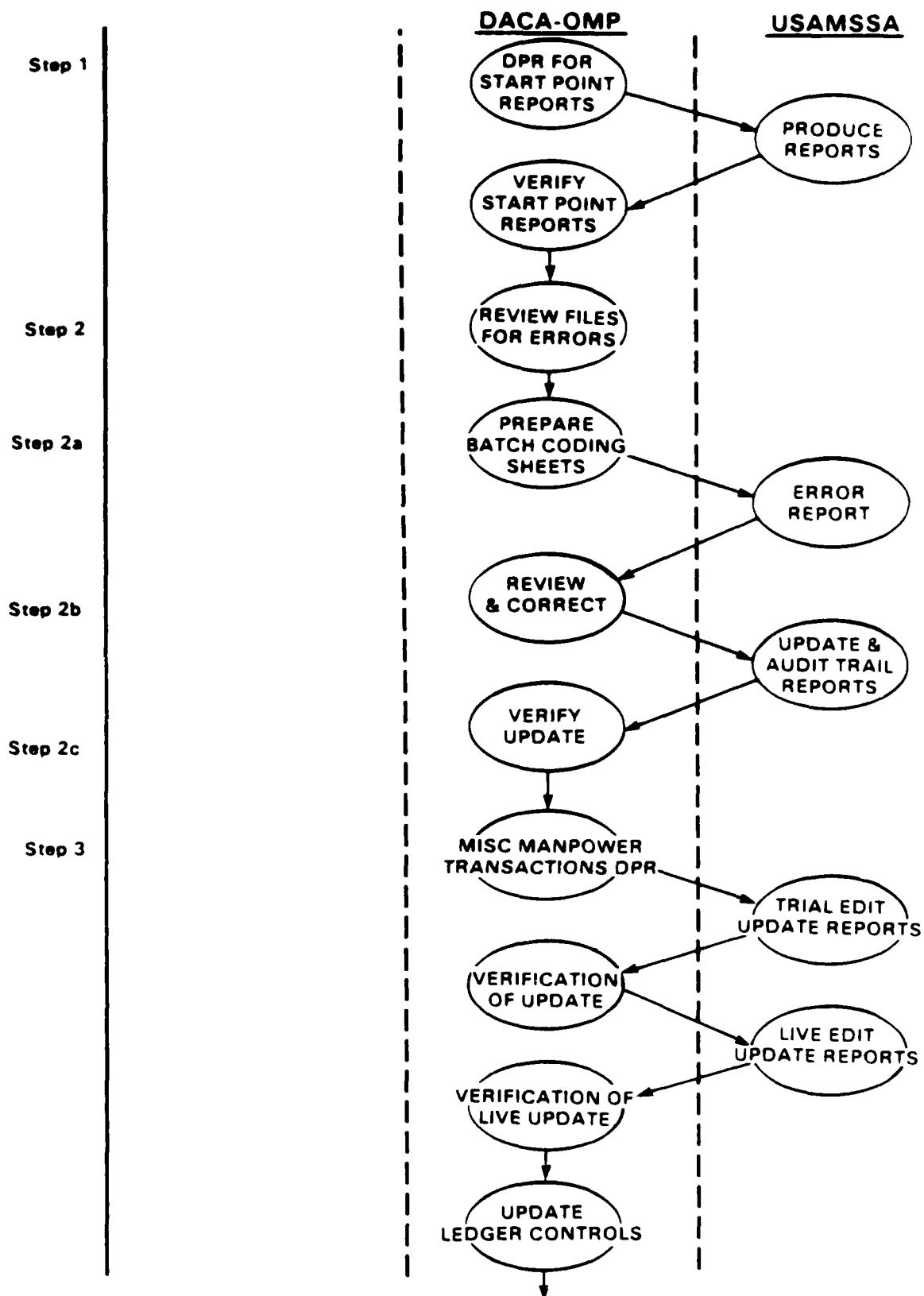


Figure 3.5.1. President's Budget Flow Chart

**ACTION: President's Budget
(Continued)**

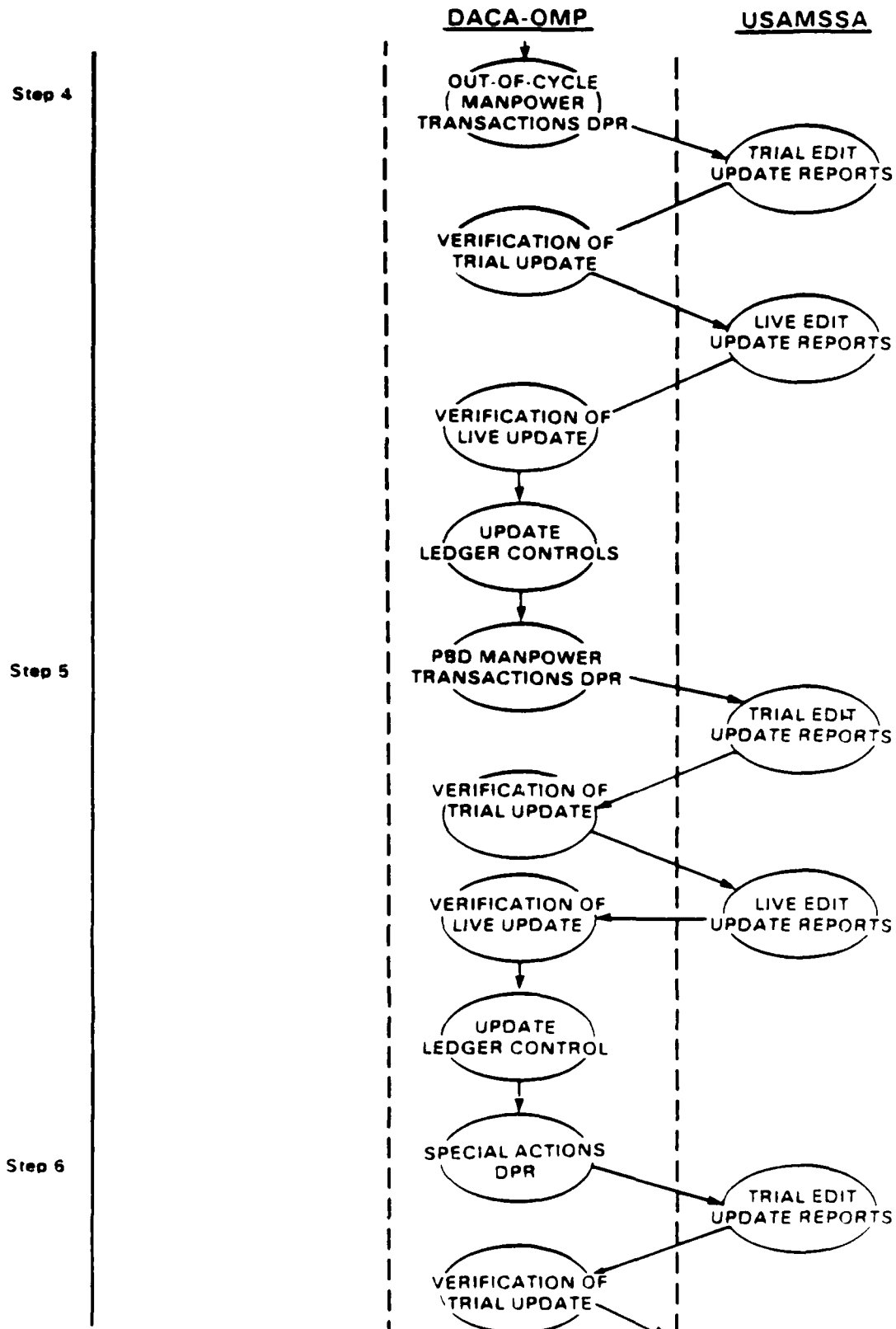


Figure 3.5.1 (Cont.). President's Budget Flow Chart

**ACTION: President's Budget
(Continued)**

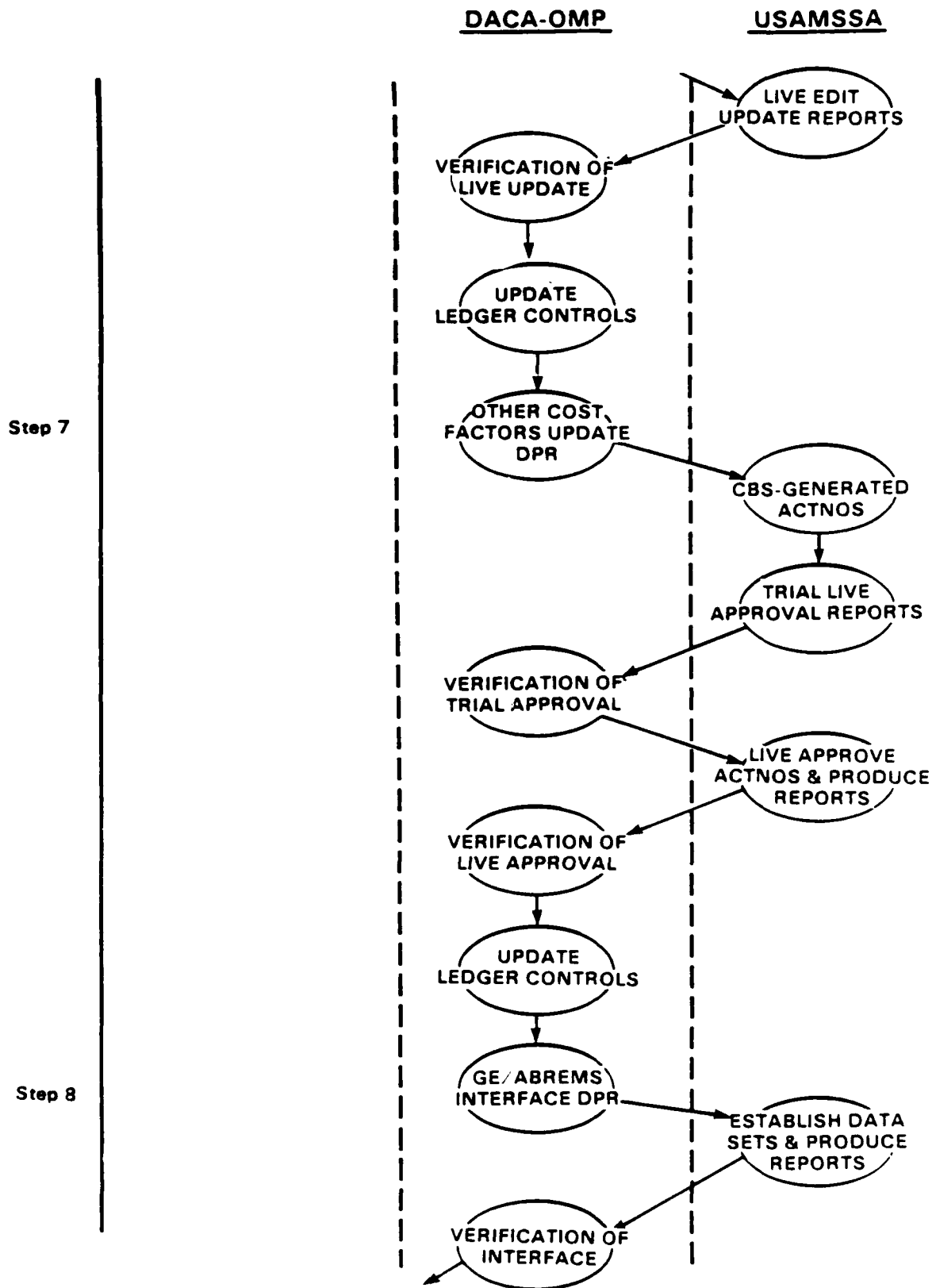


Figure 3.5.1 (Cont.). President's Budget Flow Chart

**ACTION: President's Budget
(Continued)**

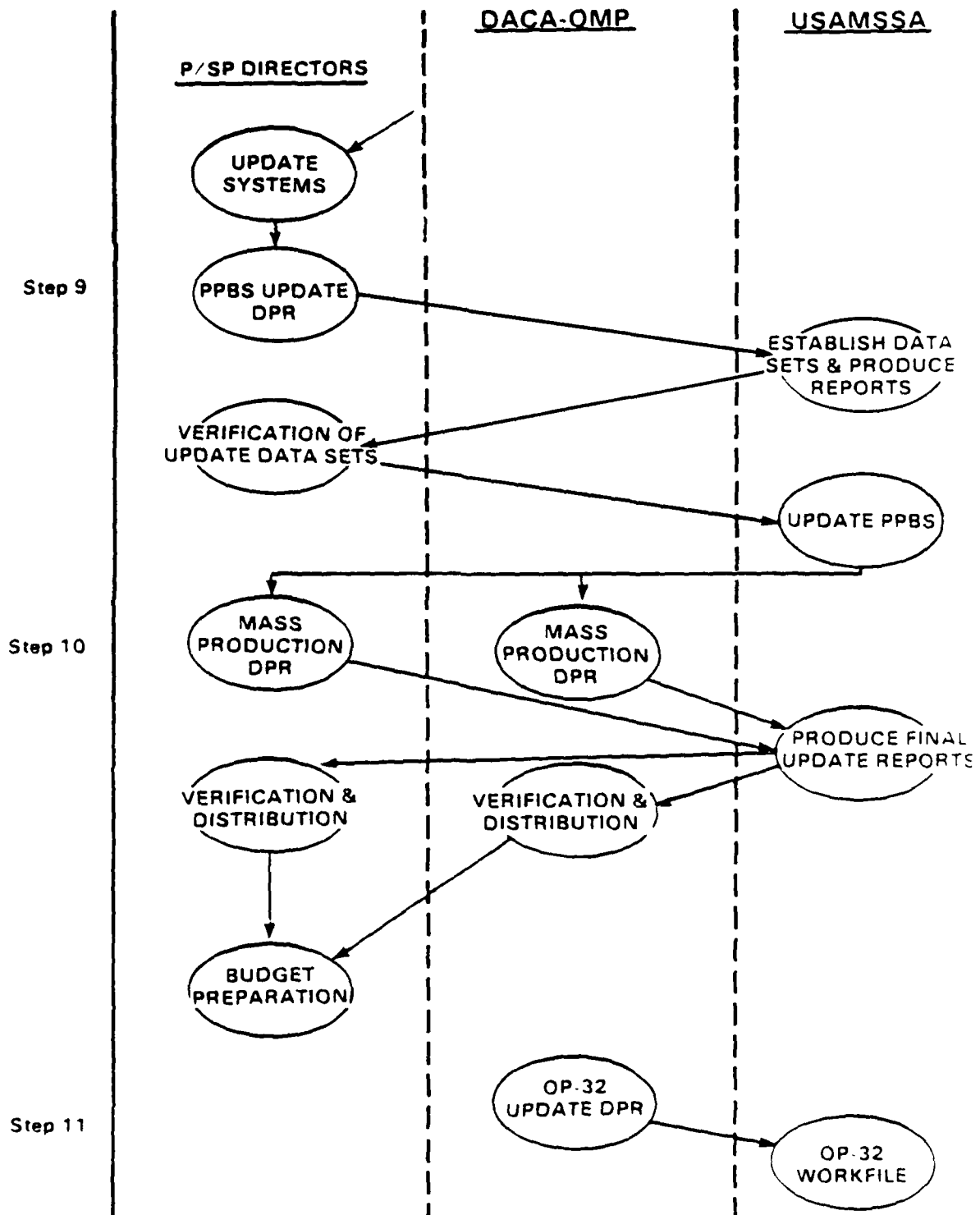


Figure 3.5.1 (Cont.). President's Budget Flow Chart

**ACTION: President's Budget
(Continued)**

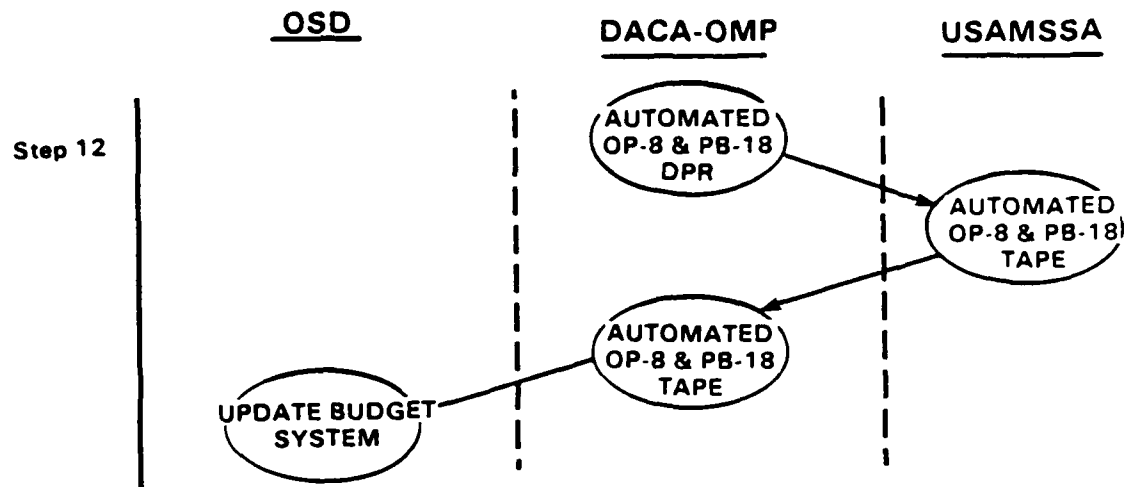

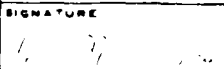


Figure 3.5.1 (Cont.). President's Budget Flow Chart

DATA PROCESSING REQUEST (DPR)		DATE 23 Nov 83	REPORTS CONTROL SYMBOL
For use of this form, see DA MEMO 18-4: the proponent agency is OCSA.		REQUEST NUMBER TB-0007-83	PRIORITY
USAMSSA Attn: Mr. Frank	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS - FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Update file with miscellaneous & out-of-cycle			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) As required <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION: Such as source, format, data input will be available for processing, approximate volume. (Continue on separate sheet of paper if necessary) PBS - FORDIMS FY 84-FY 89			
SYSTEMS DESCRIPTION: Such as internal computations, special instructions. (Continue on separate sheet of paper if necessary) 1. Trial, edit, approve ACTNO range on attached instruction sheet. 2. Upon verification of reports, live approve range. NOTE: Do <u>not</u> live extend these actions until notified by separate DPR.			
OUTPUT DESCRIPTION: Such as addressee, type paper, number of copies, due out date. (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE 29 Nov 1983	
1. Output: See Inclosure 2. Contact: Mrs. Rogers/77669 3. Deliver: Call when ready			
REQUESTING AUTHORITY TYPED NAME RANK GRADE TITLE & TELEPHONE NO /EXT. JEAN S. ROGERS 77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME RANK GRADE TITLE & TELEPHONE NO /EXT. ALICE M. FRAPOLLI 50315	
SIGNATURE 		SIGNATURE 	

DAS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.5.2. DPR for Miscellaneous and Out-of-Cycle Processing

Revised to DMR TR-0007-83 dated 25 Nov 83

INSTRUCTIONS

1. Please run edits and updates on attached range of ACTNO's:
 - a. AIF Manpower ACTNO
837900
837926
 - b. Miscellaneous Manpower ACTNO's
837906 - 837999
839000 - 839075
839101 - 839299
837901 ----"F" Misc Balance
837903 ----"F" Misc Balance
837904 ----"F" Misc Balance
839076----Military only
839484-839495 Military only
 - c. Out-of-cycle Manpower ACTNO's:
839300 - 839483
837900 ---- (Mil) "F" Out-of-cycle
837902 ---- (Civ) Bill payers
2. Run the following reports for verification 1 copy each.
 - a. Appropriation Workpapers (RK5F501Y)
 - b. ACTNO Audit Trail (RK5F516Y)
 - c. OP8 & OP10 (RK5F521Y)
 - d. DCSPER Summary Reports (RK5F324Y, RK5F325Y)
3. The Fiscal Year Range is FY 84-89. Title of reports should read "FY 85 President's Budget Position." Audit Reports reflecting above mentioned title in 1 above plus ACTNO range.
4. Run special audit trail by appropriation (RK5F513Y) for the following ACTNO range:

DARCOM R & D /AIF Transfer

837910 - 837911
837913 - 837915
837942
837978
839205 - 839215
839218 - 839224

Mrs. Rogers/77669
As of 1 Dec 83

INSTRUCTIONS

1. Please run edits and updates on attached range of ACTNO's:

a. Miscellaneous Manpower ACTNO's

837906 - 837999

839000 - 839075

839101 - 839299

837901 ----"F" Misc Balance

837903 ----"F" Misc Balance

837904 ----"F" Misc Balance

b. Out-of-cycle Manpower ACTNO's:

839300 - 839483

837900 ---- (Mil) "F" Out-of-cycle

837902 ---- (Civ) Bill payers

2. Run the following reports for verification 1 copy each.

a. Appropriation Workpapers (RK5F501Y)

b. ACTNO Audit Trail (RK5F516Y)

c. OP8 & OP10 (RK5F521Y)

d. DCSPER Summary Reports (RK5F324Y, RK5F325Y)

3. The Fiscal Year Range is FY 84-89. Title of reports should read "FY 85 President's Budget Position." Audit Reports reflecting above mentioned title in 1 above plus ACTNO range.

4. Run special audit trail by appropriation (RK5F513Y) for the following ACTNO range:

DARCOM R & D /AIF Transfer

837910 - 837911

837913 - 837915

837942

837978

839205 - 839215

839218 - 839224

Mrs. Rogers/77669

P/BS ACTION APPROVALS BY ACTNO RANGES																		Data entered (date) Entered by (initials)												
Transaction Code K7A Approve a Range of Actions																														
Source Codes C COA P DCSPER																														
STARTING ACTNO																		ENDING ACTNO		COORDINATION										
F																		C		OCA		ODCSPER		MBA		MBC				
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19																														
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A	Succeeded Action							
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A	Military only							
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A	Reference Agency only							
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A	Military only							
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A								
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A								
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A								
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A								
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A								
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A								
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K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A								
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A								
K	7	A	P	M	8	3	9	1	0	7	1	6	1	8	3	9	1	0	7	1	6	A								
K	7	A	P	M	8	3																								

14 JUL 83

Transaction Code
K/A Approve a Range of Actions

Source Codes:
 { C ODA
 P OCSPER

Data entered (date): _____

Entered by (initials): _____

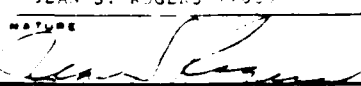
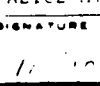
P/R ACTION APPROVALS BY ACTNO RANGES

STARTING ACTNO													ENDING ACTNO							Remarks	COORDINATION													
C													C								OCA	OMP	MBA	ODCSPER	MBC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19																
K	7	A	M									1	21317191010					A	Misc & Dec 83"															
K	7	A	M									1	21317191010					A	Discontinuation															
K	7	A	M									1	21319101010					A	"															
K	7	A	M									1	21319110101					A	"															
K	7	A	M									1	21319130101					A	Out of Cycle															
K	7	A	M									1	11111111111					A																
K	7	A	M									1	11111111111					A																
K	7	A	M									1	11111111111					A																
K	7	A	M									1	11111111111					A																
K	7	A	M									1	11111111111					A																
K	7	A	M									1	11111111111					A																
K	7	A	M									1	11111111111					A																
K	7	A	M									1	11111111111					A																

LEGEND: F - FROD

 C - Card Number

Figure 3.5.2 (Cont.). DPR for Miscellaneous and Out-of-Cycle Processing

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.</small>		DATE 23 Nov 83	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0008-83	PRIORITY
USAMSSA MR. Frank	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS - FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Update File with PBD Manpower Adjustments			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) As Required		<input type="checkbox"/> ONE TIME SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS - FORDIMS FY 84-FY 89			
STEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary): 1. Trial: Edit, approve ACTNO range on attached instructions sheet. 2. Upon verification of reports, live approve range. NOTE: Do <u>not</u> live extend these actions until notification by separate DPR.			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary): 1. Output: See Inclosure 2. Contact: Mrs. Rogers/77669 3. Deliver: Call when ready		PROPOSED COMPLETION DATE 20 Dec 1983	
REQUESTING AUTHORITY		REQUESTING AGENCY DATA AUTOMATION COORDINATOR	
TYPED NAME RANK GRADE TITLE & TELEPHONE NO EXT		TYPED NAME RANK GRADE TITLE & TELEPHONE NO EXT	
JEAN S. ROGERS 77669		ALICE M. FRAPOLI 5011	
SIGNATURE 		SIGNATURE 	

DAS FORM 56
1 MAR 1976

REPLACES DA FORM 56 1 JUN 1976 WHICH IS OBSOLETE

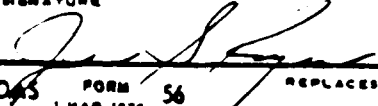

Figure 3.5.3. DPR for PBD Processing

INSTRUCTIONS

1. Please run edits and updates on attached range of ACTNO's:
 - a. PBD 666
 - b. All other PBD's
2. Run the following reports for verification 1 copy each.
 - a. Appropriation Workpapers (RK5F501Y)
 - b. ACTNO Audit Trail (RK5F516Y)
 - c. OP 8 & OP 10 (RK5F521Y)
 - d. DCSPER Summary Report (RK5F324Y, RK5F325Y)
3. The fiscal year range is FY 84-89. Title of reports should read "FY 85 President's Budget Position." Audit reports reflecting above mentioned title in 1 above plus ACTNO range.

NOTE: The ACTNO Range will be provided as soon as received from DAPE-MBA.

Mrs. Rogers/77669

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.</small>		DATE 7 December 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0011-85	PRIORITY
TO: USAMSSA Attn: Mr. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Update PBS-FORDIMS to reflect pay raises for FY 86 President's Budget			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 85-90 Live Approved Position after DPR TB 0010-85.			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions for producing the pay raise for FY 86 President's Budget.			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: See Enclosures Contact: Mrs. Rogers/77669 Deliver: Call when ready		PROPOSED COMPLETION DATE 11 December 1984	
REQUESTING AUTHORITY		REQUESTING AGENCY DATA AUTOMATION COORDINATOR	
TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Ms. Paulette Aulton/50313	
SIGNATURE 		SIGNATURE 	

DA FORM 56
1 MAR 1976

REPLACES DA FORM 18, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.5.4. DPR for Pay Raises, Currency Fluctuation, Health Benefit Increases, and Other Cost Factors

INSTRUCTIONS FOR UPDATE OF PAY RAISES AND FOREIGN CURRENCY FOR
FY 1986 PRESIDENT'S BUDGET

1. The following steps will be used to update the FORDIMS-P/BS file to reflect the FY 86 President's Budget:

A. Produce the following reports to verify the start point (Current Live Approved File)

- 1) DCSPER Summary Reports (RK5-324 and RK5-325)
- 2) OP-8, 8A, 10 (RK5-521)

B. Roll the start point file back to CBS and process the following ASKIT/CALLIT definitions:

	FNSA MINUS
PAYR84XX	FNSA
MEDIC62U	Annulization Cost of MIDICARE Rate Increases - Estimate and Update
PAYR8405	FY 1984 impact of the .5% additional pay raise increase to 4.0%
PAYR85RD	FY 1985 Pay Raise Increase Regular Direct and Indirect Hire - Estimate and Update.
PAYR85FD	FY 1985 Pay Raise Increase - FNSA Direct and Indirect - Estimate and Update.
HEALT63U	FY 1984 Open Season for Health Insurance - Estimate and Update.
CURRY85A	Foreign Currency Adjustment from 2.71 DM to 2.72 DM. This reflects the FY 1985 President's Budget level - Estimate and Update.
CURRY85B	Foreign Currency Adjustment from 2.72 DM to 3.22 DM. This reflects the FY 1985 Proposed Congressional Mark - Estimate and Update.
CURRY86A	FY 86 Foreign Currency Adjustment to Align with FY 86-90 POM 3.22 DM to 3.07 DM. Estimate and Update.

Figure 3.5.4 (Cont.). DPR for Pay Raises, Currency Fluctuation, Health
Benefit Increases, and Other Cost Factors

PAYR86RI	FY 1986 Indirect Hire Pay Raises - Regular Estimate and Update.
PAYR86FI	FY 1986 Indirect Hire FNSA- Estimate and Update.
PAYR87RI	FY 1987 Indirect Hire Pay Raises - Regular Estimate and Update.
PAYR87FI	FY 1987 Indirect Hire FNSA - Estimate and Update.
PAYR88RI	FY 1988 Indirect Hire Pay Raises - Regular Estimate and Update.
PAYR88FI	FY 1988 Indirect Hire FNSA - Estimate and Update.
PAYR89RI	FY 1989 Indirect Hire Pay Raises - Regular Estimate and Update.
PAYR89FI	FY 1989 Indirect Hire FNSA - Estimate and Update.
PAYR90RI	FY 1990 Indirect Hire Pay Raises - Regular - Estimate and Update.
PAYR90FI	FY 1991 Indirect Hire FNSA - Estimate and Update.

C. Produce the following reports for verification after each of the above programs have been run.

- 1) OP-8, 8A, 10 (RK5-521)
- 2) Audit Trail by ACTNO (RK5-516)
- 3) Appropriation Workpapers (PQ0281XY)
- 4) Appropriation Workpapers for FNSA

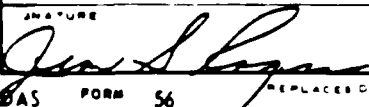
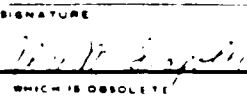
Figure 3.5.4 (Cont.). DPR for Pay Raises, Currency Fluctuation, Health Benefit Increases, and Other Cost Factors

D. Upon verification of the above reports add the ACTNO's generated by para 1B above to P/BS - FORDIMS and trial approve and produce the following reports for verification after each approval.

OP-8, 8A, 10 (RK5-521Y)

2. Header information for the above ACTNOS will be provided separately.
3. Produce GE/ABREMS Phase I reports for the above generated ACTNOS.

Figure 3.5.4 (Cont.). DPR for Pay Raises, Currency Fluctuation, Health Benefit Increases, and Other Cost Factors

DATA PROCESSING REQUEST (DPR) <small>Use of this form, see DA MEMO 18-4; the proponent agency is OCSA.</small>		DATE 8 Feb 84	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0021-84	PRIORITY
USAMSSA Attn: Mr. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Create Interface Data Sets and reports			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) as required		SECURITY DESIGNATION SECRET	
<small>INPUT DESCRIPTION: Such as source, format, date input will be available for processing, approximate volume. (Continue on separate sheet of paper if necessary)</small> PBS-FORDIMS FY 84-89			
<small>ITEMS DESCRIPTION: Such as internal computations, special instructions. (Continue on separate sheet of paper if necessary)</small> See attached instructions.			
<small>OUTPUT DESCRIPTION: (Such as addresses, type paper, number of copies, due out date). (Continue on separate sheet of paper if necessary)</small> 1. Output: See Enclosure 2. Contact: Mrs. Rogers 77669 3. Delivery: Call when ready		<small>PROPOSED COMPLETION DATE</small> 14 Feb 84	
<small>REQUESTING AUTHORITY</small> <small>TYPED NAME RANK GRADE TITLE & TELEPHONE NO. EXT.</small> JOHN S. ROGERS 77669		<small>REQUESTING AGENCY DATA AUTOMATION COORDINATOR</small> <small>TYPED NAME RANK GRADE TITLE & TELEPHONE NO. EXT.</small> ALICE M. FRAPPELLI 50215	
<small>SIGNATURE</small> 		<small>SIGNATURE</small> 	

DA FORM 56
1 MAR 1976

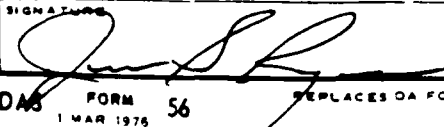
REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE

Figure 3.5.5. DPR for GE/ABREMS Interface Tape Reports

Instructions

1. Update the FY 1985 President's Budget position (TC File) which includes FY 85-89 PAY Raises with attached header changes.
2. Run the following ACTNO's through the GE ABREMS Interface PHASE I
 - a. 838156
 - b. 838160
 - c. 838162
 - d. 838168
 - e. 838168
 - f. 838172
 - g. 838174
 - h. 838178
 - i. 838180
 - j. 838184
3. Generate GE ABREMS Reports:
 - a. Format A
 - b. Format B
 - c. Summary

Figure 3.5.5 (Cont.). DPR for GE/ABREMS Interface Tape Reports

DATA PROCESSING REQUEST (DPR) For use of this form, see DA MEMO 18-4: the proponent agency is OCSA.		DATE 13 Dec 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TR-0016-85	PRIORITY
TO: USAMSSA Mr. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS/FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Large Production for FY 1986 President's Budget			
FREQUENCY <input type="checkbox"/> RECURRING (Indicate frequency) <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION UNCLASSIFIED	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary)			
PBS-FORDIMS (FY 84-90) FY 1986 President's Budget Position			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary)			
Reports are listed on the attached enclosure			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE 25 January 1985	
OUTPUT: See Enclosure Contact: Mrs. Rogers/77669 Deliverer: Call When Ready			
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Ms Paulette Aluton/50301	
SIGNATURE 		SIGNATURE	

DA FORM 56
1 MAR 1975

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.5.6. DPR for Mass Production of Reports

REPORT REQUEST

<u>Number of Copies</u>	<u>Report Title</u>
1	RK5-521 OP 8, 8A, 10
2	RK5-501 Appropriation Workpapers
2	Appropriation Workpapers Mission
2	RK5-527 Appropriation Workpapers Base Operations (Minus)
2	RK5-503 Appropriation Workpapers RPMA
1	RK5-516 Audit Trail by ACTNO
2	Audit Trail by Appropri- ation (Mission)
2	RK5-525 Audit Trail by Appropri- ation (Base Operation - Minus)
2	RK5-526 Audit Trail by Appropri- ation (RPMA)

Figure 3.5.6 (Cont.). DPR for Mass Production of Reports

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proponent agency is DCSA.</small>		DATE 13 January 1983	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0014-83	PRIORITY
TO: USAMSSA ATTN: Miss Laubacher	FROM: DACA-OMP	TYPE OF ACTION <input checked="" type="checkbox"/> NEW SYSTEM <input checked="" type="checkbox"/> REVISION <input type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM P/BS - FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST OP-32 Program and Cost Growth (Phase I) FY 1984 President's Budget			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) As required <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION CONFIDENTIAL	
INPUT DESCRIPTION (Such as source, format, data when will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) P/BS - FORDIMS FY 1982 - FY 1984			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) Create a P/BS - FORDIMS work file containing direct and reimbursable costs. (See Inclosure for percentages)			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) OUTPUT: See Inclosure OP-32 OP-30 CONTACT: Mrs. Rogers/77669 Appropriation Workpapers DELIVER: Mrs. Rogers/3B666 FNSA Appropriation Workpapers		PROPOSED COMPLETION DATE <i>Complete</i> 17 January 1983	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. <i>Jean S. Rogers</i> JEAN S. ROGERS 77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. <i>Alice M. Frapolli</i> ALICE M. FRAPOLLI 50315	
SIGNATURE		SIGNATURE	

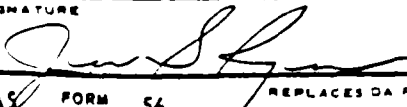

DAS FORM 36
1 MAR 1976

REPLACES DA FORM 36, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.5.7. DPR for Establishing OP-32 Work File

Instructions for Phase I
Of OP-32


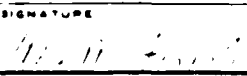
1. Create work file to reflect current format of P/BS Data for COA display-
ing; direct or reimbursable funding.
2. Use the attached table reflecting percentages for the following:
 - a. CTYPE
 - b. Data Element
 - c. Percentage - Direct Obligations
 - Reimbursable Obligations
 - d. Appropriation
 - e. Program/Sub-Program
 - f. MSN/BOS(-)/RPMA
3. The sum of direct and reimbursable must equal P/BS - FORDIMS main file.

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4: the proponent agency is OCSA.</small>		DATE 13 Dec 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0013-85	PRIORITY
TO: USAMSSA Mr. RinK	FROM: DACA-OMP		TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Produce OP-8 Magnetic Tape for FY 1986 President's Budget			
FREQUENCY <input type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME			SECURITY DESIGNATION UNCLASSIFIED
INPUT DESCRIPTION (Such as source, format, date input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 1986 President's Budget			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) Produce 1 Copy of the OP-8 Magnetic Tape			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: See Above Contact: Mrs. Rogers/77669 Deliver: Call When Ready			PROPOSED COMPLETION DATE 15 Jan 1984
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Ms. Paulette Aulton/50313	
SIGNATURE 		SIGNATURE 	

DA FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 3.5.8. DPR for OP-8 Tape for President's Budget

DATA PROCESSING REQUEST (DPR)		DATE 22 Jan 84	REPORT'S CONTROL SYMBOL
For use of this form, see DA MEMO 18-4: the proponent agency is OCSA.		REQUEST NUMBER TB-0015-84	PRIORITY
TO: USAMSSA Attn: M. J. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Generate Magnetic Tape PB-18			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As requested</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION UNCLASSIFIED	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume. (Continue on separate sheet of paper if necessary.) Pending shipment attached (Enclosure 1)			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions). (Continue on separate sheet of paper if necessary.) Generate magnetic tape for the PB-18 Foreign Currency Fluctuation processing instructions for machine readable budget Exhibit Enclosure 1. The information from the DST Submit is cycle indicator is <u>P</u> .			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date. (Continue on separate sheet of paper if necessary.) 1. Output: Magnetic Tape 2. Contact: Mr. Trach 77669 3. Delivery: Call when ready.		PROPOSED COMPLETION DATE 25 Jan 84	
REQUESTING AUTHORITY TYPED NAME RANK GRADE TITLE & TELEPHONE NO. EXT JENN S. ROGERS 77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME RANK GRADE TITLE & TELEPHONE NO. EXT ALICE M. FRAPPELLI 50315	
SIGNATURE 		SIGNATURE 	

DAS FORM 56
1 MAR 1978

REPLACES DA FORM 56, 1 JUN 1978, WHICH IS OBSOLETE.

Figure 3.5.9. DPR for PB-18 Magnetic Tape

DEPARTMENT OF THE ARMY
OPERATION AND MAINTENANCE, ARMY
FOREIGN CURRENCY EXCHANGE DATA - FY 85
(\$000)

Country	FY 1983		FY 1984		FY 1985	
	U.S. \$ Requiring Conversion	Average Exchange Rate	U.S. \$ Requiring Conversion	Average Exchange Rate	U.S. \$ Requiring Conversion	Average Exchange Rate
Belgium	78757	55.62	55305	55.25	83210	55.25
Canada	6	1.50	9	1.24	9	1.24
Denmark	250	10.07	154	9.83	143	9.83
France	26323	7.72	30088	8.26	24920	8.26
Germany	1426032	2.95	1753676	2.72	1703821	2.72
Greece	6025	78.23	4090	97.09	3175	97.09
Italy	23901	1622.59	28216	1647.45	28311	1647.45
Japan	77182	298.89	86074	234.69	92426	234.69
Netherlands	8244	3.27	9332	3.044	9300	3.044
Portugal	-	89.18	-	129.87	-	129.87
Spain	365	130.06	398	156.25	309	156.25
Turkey	423	177.55	527	255.10	495	255.10
United Kingdom	24240	.68	22430	.69	24118	.69
Total	1671748		1990299		1970237	

PB 18 Exhibit

30 January 1984

Figure 3.5.9 (Cont.). DPR for PB-18 Magnetic Tape

3.6 Defense Manpower Requirements Report (DMRR)

3.6.1 General

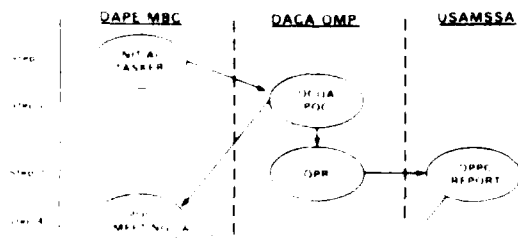
The DMRR is a report of major issues that effect manpower and is used to support the DoD position of the President's budget. Due to the high level of interest, the report inputs receive general officer review.

ARSTAF responsibility for coordinating the Army input rests with ODCSPER (DAPE-MBC). DACA-OMP is the OCOA POC and coordinates the OCOA input, to include that of USAFAC. The input consists of a narrative synopsis of issues and a report of civilian end strengths by Defense Planning and Programing Category (DPPC) (see P00640X6, Part III, Section 3). Preparation begins in early November and is completed in late January.

The entire process is shown in the flow chart, Figure 3.6.1.

3.6.2 Input Tasking

Step 1 In early November, DAPE-MBC issues a tasker to the ARSTAF (Figure 3.6.2). This tasker provides guidance and milestones, and an outline of the previous year's input. This is used to nominate topics for the subsequent report.



Step 2 The tasker is received by DACA-OMP (Manpower Team) who is the OCOA POC.

Step 3 A report of civilian end strength in DPPC format (DPCAT Report) (P00640X6) is requested from USAMSSA in the DPR for the FYDP update (see Figure 5.5.4).

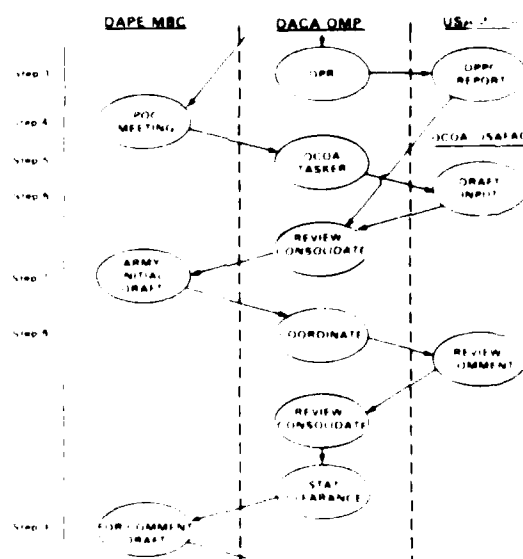
Step 4 The OCOA POC attends an action officer level meeting to obtain additional guidance.

Step 5 Based on the tasker in Step 1 and meeting in Step 4, an OCOA tasker is prepared to the OCOA Staff, to include USAFAC (Figure 3.6.3). This tasker provides the preliminary outline of the previous year's input and sets a suspense date for response.

Step 6 Draft inputs are prepared by the OCOA staff and submitted to the OCOA POC (Figure 3.6.4). At the same time the DPPC Report is received from USAMSSA (Figure 3.6.5). This constitutes the initial OCOA input which is reviewed and forwarded to DAPE-MBC.

Step 7 DAPE-MBC consolidates all ARSTAF input into the Army draft input and forwards it to the ARSTAF for review and comment (Figure 3.6.6).

Step 8 The OCOA POC coordinates the draft with the OCOA staff where

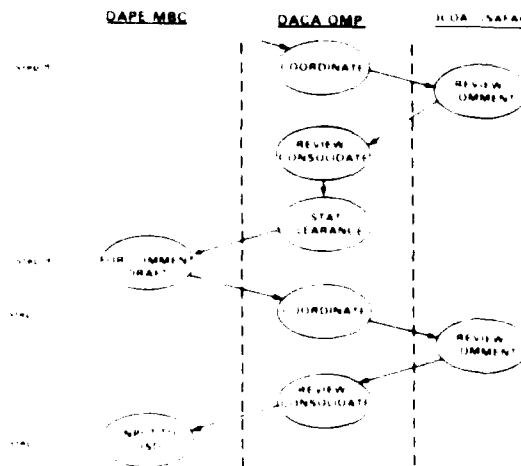


it is reviewed and data updated as required, e.g., the initial draft is based on estimates. These must be updated to reflect actual obligations. The annotated drafts are returned to the OCOA POC for consolidation. The POC also obtains statistical clearance of the input from TAGO, Room 1D667. The annotated draft is delivered to DAPE-MBC (Figure 3.6.7).

Step 9 DAPE-MBC prepares the final Army draft and submits it to OSD where the draft DMRR is prepared. DAPE-MBC then coordinates this "For Comment" draft with the ARSTAF (Figure 3.6.8).

Step 10 The "For Comment" draft is coordinated with the OCOA Staff.

Step 11 The coordinated draft is reviewed and delivered to DAPE-MBC for submission to OSD.



ACTION: Defense Manpower Requirements Report (DMRR)

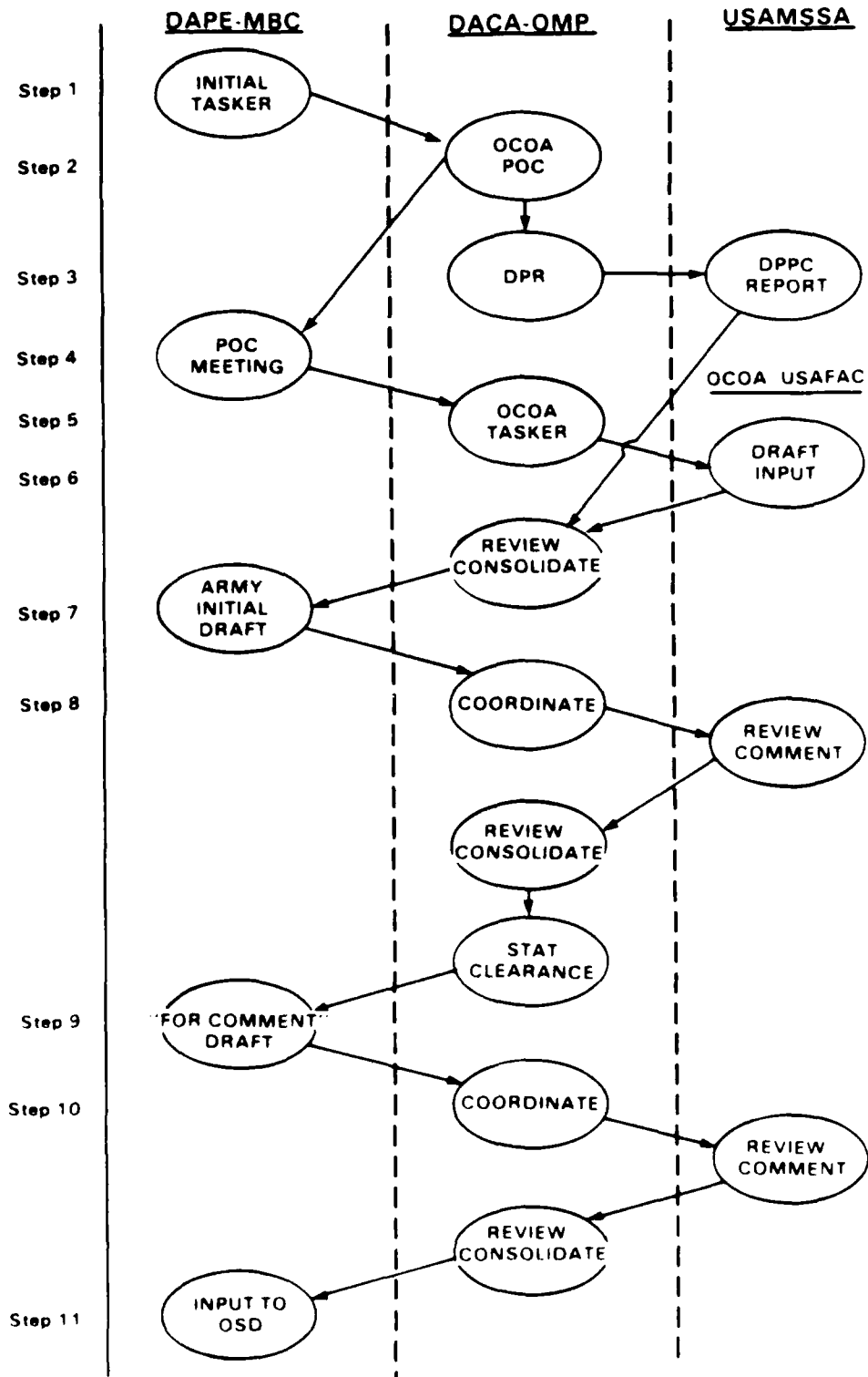


Figure 3.6.1. Defense Manpower Requirements Report (DMRR) Flow Chart

DISPOSITION FORM			
TO: SEE DISTRIBUTION		FROM: DAPE-MBC	DATE: 4 Nov 83 Mr. Gethers/deh/56596
SUBJECT: FY 85 Defense Manpower Requirements Report (DMRR)			
<p>1. References:</p> <ul style="list-style-type: none"> a. FY 1984 Manpower Requirements Report, OASD(MRA&L) dated February 1983 (copies distributed to all addressees in March 1983). b. Basic Authorities Applicable to Defense Manpower Requirements Report (Encl 1). c. ASD(MRA&L) Memorandum for Secretary of the Military Departments, Subject: Congressionally - required reports for FY 1985 (FRR, DMRR, MMTR) (Encl 2). d. OASD(MRA&L) Memorandum for DMRR Chapter Authors, subject: DMRR - FY 1985 (FRR Volume III) General Guidelines (Encl 3). e. OSD Guide for Service Chapters (Encl 4). f. FY 1985 DMRR Preparation Schedule (Encl 5). g. FY 1984 DMRR Army Chapter Outline and Lead Offices (Encl 6). <p>2. General. SECDEF is required by Section 138(a)(3), Title 10, United States Code to submit a Manpower Requirements Report to Congress no later than 15 February each year. This report will support the basic level of the President's Budget as submitted in January of that year. The schedule imposed by OASD(MRA&L) to meet the 15 February suspense is at enclosure 5. Since the draft service chapters are due to OASD by 1 Dec 83, Army input to the FY 85 DMRR is due to DAPE-MBC (Mr. Gethers, Room 2A672) as soon as possible, but not later than 21 Nov 83.</p> <p>3. Points of Contact. Each addressee will provide the name, telephone number, room number, and office symbol of their POC to Mr. Gethers, X56596 NLT COB 8 Nov 83. Preparation of the DMRR requires intensive technical effort with extensive administrative requirements and firm turn-around times. Therefore, POCs should be knowledgeable in their respective functional program areas and available throughout the entire period of report preparation (now through Feb 84). A POC meeting will be held on 9 Nov 83 in the ODCSPER Conference Room (2D731) from 1530-1630 hours. The OSD outline and Army lead/assist offices responsibilities for the FY 85 report will be discussed at this meeting. The organization of the FY 85 DMRR has not changed significantly from that used in the FY 84 report. Therefore, POCs should become familiar with the general layout, style, and data requirements of the FY 84 report (ref 1a) before the 9 Nov meeting.</p> <p>4. Report Organization. The DMRR is organized in two parts; the first part contains the Service chapters, and the second part contains the analyses and data of special interest to OSD and Congress. Also required to accompany the main report is a Officer Flow Annex and a classified Unit Annex. A Base Structure Annex is submitted separately. For FY 1985 the DMRR will be incorporated into the Force Readiness Report (FRR). The DMRR will be included as Volume III of the FRR but will not lose its identity. The Army's primary report is Chapter III, but we also provide input to Chapters II, VIII, XI, Appendix A, and the Officer Flow and Unit Annexes. The OSD guide for Army's Chapter III is an enclosure 4. An addition to this year's report is Chapter VIII - Manpower Readiness. This incorporates the Personnel Readiness part of the former Volume III of the FRR which included Personnel and Training Readiness. An outline of last year's Army input to OSD is at enclosure 6, and the same</p>			

DA FORM 2496

PREVIOUS EDITIONS WILL BE USED

Figure 3.6.2. DAPE-MBC DMRR Tasker

DA E-MBC

SUBJECT: FY 85 Defense Manpower Requirements Report (DMRR)

general format will be used for the FY 85 submission. Addressees responsible for writing/providing input are indicated beside each topic/chapter. The FY 85 outline with lead/assist offices responsibilities will be developed after the 9 Nov 83 POC meeting.

5. Nomination of Topics. Addressees will use the FY 84 outline at enclosure 6 to nominate additional topics or deletion of topics for this year's report (line-in, line-out method), consistent with the OSD guidelines at enclosures 3 and 4. Only substantive topics in support of the FY 85 President's Budget will be submitted, and the lead office symbol will be identified with each topic. Lead offices are responsible for coordinating and consolidating their input with all other staff agencies as required. Topics for this year's Chapter III will be furnished to DAPE-MBC not later than 10 Nov 83.

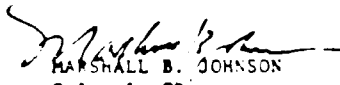
6. Statistical Clearance. Before the final Army input is submitted, lead offices will be required to obtain Army stat clearance. POCs should include this requirement in their planning schedule.

7. Suspenses. Enclosure 5 lists the OSD suspenses imposed on the Services for their inputs. The first inputs (Chapter II, III, VIII, XI, and Appendix A) are due to OSD by 1 Dec 83. The Army internal suspenses thus far are:

- a. 8 Nov 83: Names of POCs (see para 3).
- b. 9 Nov 83: POC meeting (see para 3)
- c. 10 Nov 83: Nomination of topics (see para 5).
- d. 21 Nov 83: Lead office input for Chapter II, III, VIII, XI and Appendix A are due to DAPE-MBC (see para 2).
- e. 27 Dec 83: Unit annex due to DAPE-MBC.
- f. 23 Jan 83: Officer Flow Annex due to DAPE-MBC.

FOR THE DEPUTY CHIEF OF STAFF FOR PERSONNEL:

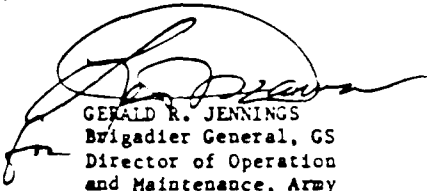
6 Encl


MARSHALL B. JOHNSON
Colonel, GS
Chief, Manpower Management
and Analysis Division

DISTRIBUTION:

DAMO-ZA	DACS-DM	DAPE-PS	DAAR-ZA	DAPE-MBA	DACA-ZA
DAMO-FD	DAEN-ZA	DAPE-MP	DACA-RMC	DAPE-MBB	
DAMO-FM	DAIG-ZA	DAPE-HR	DACH-ZA	DAPE-MBM	
DAMO-RQ	DAJA-ZA	DAPE-ZXB	DAMA-ZA	DAPE-CP	
DAMO-C4	DALO-ZA	DAPE-MBC	DAMH-ZA	DAPE-MBU	
DAAG-ZA	NCB-ZA	DAPE-MB	DAMI-ZA	DASG-ZA	

CF:
SALL
SAMR
SAPA

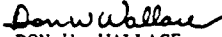
DISPOSITION FORM			
ARM 600 AR 340 15 The Disposition Agency is TAGO			
OFFICE SYMBOL		SUBJECT	
		FY 85 Defense Manpower Requirements Report (DMRR)	
TO	FROM	DATE	CMT 1
SEE DISTRIBUTION	DACA-OM	09 NOV 1983	
		Mr. Barkley/tot/79683	
<p>1. Reference DAPE-MBC-P DF, dated 4 November 1983.</p> <p>2. Referenced DF (Inclosure 1) distributes the preliminary draft of the Army Chapter to the FY 85 Defense Manpower Requirements Report (DMRR).</p> <p>3. Request your office review this document for additions/corrections/revisions and return to James H. Barkley, DACA-OMP, Room 3B666 NLT COB 16 November 1983.</p> <p>FOR THE COMPTROLLER OF THE ARMY:</p>			
<p>1 Incl as</p> <p>DISTRIBUTION: DACA-FP DACA-IR DACA-BU DACA-CA DACA-RM DACA-PAZ</p>		 GERALD R. JENNINGS Brigadier General, GS Director of Operation and Maintenance, Army	
		LESTER C. DAWSON 1 NOV 83, 0600A	

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Figure 3.6.3. DACA-OMP DMRR Tasker

DISPOSITION FORM			
For use of this form, see AR 340-15, the proponent agency is TAGO			
REFERENCE OR OFFICE SYMBOL DACA-RME		SUBJECT FY 85 Defense Manpower Requirements Report (DMRR)	
TO DACA-OM		FROM DACA-RME	DATE 18 November 1983 S. Hackbarth/75979
CMT 1			
<p>As requested by your DF dated 9 Nov 83, subject as above, input for the DMRR is attached as Enclosures 1 and 2. Subjects addressed are the Commercial Activities Program and the Army Performance Oriented Review and Standards Program.</p>			
2 Encl		 DON W. WALLACE MAJOR(P), GS Executive	

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Figure 3.6.4. OCOA DMRR Input

Commercial Activities (CA) Program. The CA program implements OMB Circular A-76. This circular provides general guidance to the Federal Government and affirms the long standing policy that the Government will rely on the private sector for the goods and services it requires when it is proper and economical to do so. Army implementation of this policy is in accordance with specific guidance issued by the Office of the Secretary of Defense and with the statutory requirements applicable to execution of the CA program within the DoD.

Combat, combat support, and combat service support units, activities that are inherently Governmental in nature, and overseas activities are excluded from the Army CA program. All other activities that provide services available from private commercial sources are reviewed to see if the activity must be operated by Government civilian or military personnel. When the review of the activity is completed, a decision is made to either retain it as an in-house operation or to conduct a cost study to see if conversion to contract operation would produce significant savings to the Government. A cost study is initiated only when the review has determined that there are no noncost reasons for in-house performance and that performance by a contractor would not degrade readiness in any way.

The CA cost study compares the estimated cost to the Government of performing the projected workload of the activity by in-house civilian personnel and performance by contract. A performance work statement is prepared that specifies the services to be provided and sets standards for quality and timeliness. A rigorous management study is conducted to develop the most efficient and competitive in-house organization to perform the workload in the performance work statement.

The performance work statement that is used to develop the most efficient in-house organization is also used to solicit bids from commercial firms, insuring that the ~~that~~ costs of in-house and contract performance are comparable. In the solicitations for CA cost studies, small business firms are provided numerous preferential opportunities to compete for contracts under both the small business set-aside and the 8A programs.

At the completion of a cost study, the decision to remain in-house or convert to contract is made by comparing the cost of in-house operation to the cost of operation with the selected responsive and responsible contractor. The activity is converted to contract only if the estimated cost advantage to the Government of conversion will exceed 10% of the in-house personnel costs. If this minimum cost differential is not met, or if in-house cost is less than contract cost, the activity is retained in-house and reorganized into its most efficient structure in accordance with the conclusions of the management study.

Commercial activity cost studies offer the Army a unique and effective method of improving the management of resources. The preparation of a performance work statement requires the identification of essential services, output levels, and quality standards rather than reliance on standing procedures and traditional methods of operation. The performance work statement and the most efficient in-house organization to perform the work are developed under the pressure of competition with the private sector and with the participation of a fully informed workforce. This situation produces savings that cannot normally be obtained from management actions that do not have to meet the acid test of a cost comparison. Also, efficiency savings to the Government are achieved regardless of the outcome of the cost study - a more efficient in-house operation or a cost effective conversion to contract.

Army CA cost studies completed during the past five fiscal years and associated manpower data are shown below.

Commercial Activities Cost Studies Completed

	Number of Studies Completed	End Strength Involved in Studies Completed			End Strength Involved in Activities Converted			Projected Three Year Cost Advantage to the Government	
		Civ	Mil	Total	Civ	Mil	Total		
FY79	20	705	14	719	441	0	441	\$4.5M	
FY80	66	3321	610	3931	2330	537	2867	\$60.0M	
FY81	72	1979	656	2635	1007	334	1341	\$46.2M	
FY82	65	1640	195	1835	1069	181	1250	\$37.2M	
FY83	44	1654	339	1993	1183	254	1437	\$51.4M	

During FY 1984 the Army will continue to pursue the CA program. New studies were announced on August 4, 1983 and should be completed by the end of FY 1987. The Army has scheduled these new studies to be completed in a balanced program over the next four fiscal years. Our objective is to finish

Figure 3.6.4 (Cont.). OCOA DMRR Input

all cost studies as soon as possible in order to achieve the most efficient method of performing our commercial activities. We must, however, devote the time and resources required to develop good performance work statements and to conduct good management studies for these activities so that we may realize the maximum efficiency gains regardless of the decision for in-house or contract performance.

Figure 3.6.4 (Cont.). OCOA DMRR Input

Army Performance Oriented Reviews and Standards (APORS) Program

The APORS program is a major productivity enhancement effort of the Army. It implements Department of Defense Guidance to develop performance work statements and conduct efficiency reviews of those areas that are not cost studied under the provisions of OMB Circular A-76 (Commercial Activities (CA)). In addition, APORS provides a framework for integration of similar or like programs, and synchronization of related programs.

APORS is defined as: An onsite review (evaluation and analysis), conducted by qualified analysts, of processes, procedures, position management and grade structure, activity/work center design, missions, functions, and resources which identifies specific improvements required to measure productivity and enhance operations by improving performance, increasing readiness and achieving efficiency.

APORS will be implemented in non-deployable Army units worldwide over a six year period. Continental United States Major Army Commands (MACOMS) have implemented APORS on 1 Oct 83. Overseas MACOMS and Army Agencies/Activities will implement the program in their areas 1 Oct 84.

The principal objective of APORS is to improve operations in the non-deployable Army in a manner that will be convincing to the Congress, the DoD and the public that the Army is taking positive steps to improve its efficiency. A secondary objective responds to concern by the Army's top managers about the number of different programs established in the name of enhancing productivity. Therefore, the efficiency review and the methods and standards programs have been combined; and APORS provides a basis for Capital Investment, Value Engineering, Management Studies, organizational review and similar programs to be combined. Other programs that are related such as Position Management and Classification, Manpower and Staffing Standards program, Defense Regional Interservice Support, and Commercial Activities will be synchronized/coordinated thus improving the products of all resources and to avoid duplication of effort.

The APORS process consists of developing a performance work statement, conduct of efficiency reviews, work measurement and implementation of improved operations. During the development of the APORS performance work statement the work performed is authenticated/validated, the work output is identified, quality of output is determined, and a work center baseline is established. The efficiency review phase includes establishment of a team (including technical experts, membership from the civilian personnel office, and cost analysts), conduct of on site reviews, preparation of a review report, and approval of review recommendations by the commander or director. The work measurement phase consists of determination of the type of standard to be established, measurement of the work, and establishment of standards. Implementation of APORS reviews and standards consists of development of an implementation directive which stipulates the actions to be taken ranging from realignment of the workforce to realignment of the facility layout.

In order that implementation actions be enhanced, the Headquarters Department of Army Staff developed an overall strategy for APORS. This strategy included development and conduct of early-on training, providing of 583 manpower spaces for field implementation in the Continental United States MACOMS, merger of APORS with other functional area resources, and development of model job descriptions and crediting plans for supervisors to utilize in recruiting highly qualified management analysts/industrial engineers.

Due to the early age of APORS, it is not possible to accurately forecast the savings/avoidances in resources that are to be anticipated. However, it is expected that APORS will provide Commanders a powerful tool to use in improvement of operations. It is anticipated that as a minimum, a four percent efficiency will be experienced in the areas reviewed by APORS over the six year period.

DATE OF RUN: 07/31/84

**CIVILIAN MANPOWER - DEFENSE PLANNING CATEGORY
BY PROGRAM ELEMENT**

[illegible]

Figure 3.6.5. PQ0640X6 DPPC Report

DATE OF RUN: 07/31/04											
CIVILIAN MANPOWER - DEFENSE PLANNING CATEGORY BY PROGRAM ELEMENT											
		1984		1985		1986		1987		1988	
		DUS	OPN	IDM	TOTAL	DUS	OPN	IDM	TOTAL	DUS	OPN

DATE OF RUMI 07/31/84											
CIVILIAN MANPOWER - DEFENSE PLANNING CATEGORY BY PROGRAM ELEMENT											
		19		19		19		19		19	
		DUS	DPN	IDM	TOTAL	DUS	DPN	IDM	TOTAL	DUS	DPN

DATE OF RUN: 07/11/04

CIVILIAN MANPOWER - DEFENSE PLANNING CATEGORY
BY PROGRAM ELEMENT

19	19	19
DUS	DUS	DUS
DEM	DEM	DEM
TOTAL	TOTAL	TOTAL
19	19	19
DUS	DUS	DUS
DEM	DEM	DEM
TOTAL	TOTAL	TOTAL

FEDERAL AGENCY SUPPORT
9129A
91310A

TOTAL

TOTAL SUMMARY ACTIVITIES

GRAND TOTAL - CIVILIAN

Figure 3.6.5 (cont.). P0640X6 DPPC Report

[illegible]

Figure 3.6.5 (cont.). PQ0640X6 DPPC Report

DISPOSITION FORM				
For use of this form, see AR 340-15, the predecessor agency's TAGO				
REFERENCE OR OFFICE SYMBOL DAPE-MBC-P	SUBJECT FY 85 Defense Manpower Requirements Report (DMRR)			
TO SEE DISTRIBUTION FROM DAPE-MBC DATE 23 DEC 83 GMT 1 - Mr. Gethers/deh/56596				
<p>1. Reference DF, DAPE-MBC, 4 Nov 83, SAB.</p> <p>2. Enclosed is a copy of the initial draft of Chapter III of the FY 85 DMRR. Request you review the total draft and provide comments and changes NLT 29 Dec 83. The data included in the draft reflects the OSD budget submit. If updated data is available, it should be provided.</p> <div style="text-align: right; margin-top: 20px;"> MARSHALL B. JOHNSON Colonel, GS Chief, Manpower Management and Analysis Division </div> <p>Encl</p> <p>DISTRIBUTION:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> DAAG-RMM (Ms. Miller) DAAR-PE (LTC Ragosta) DACH-PPE (CB(LTC) Kuehne) DAEN-RMU (Ms. Brown) DAIG-PA (LTC Dondlinger) DAJA-PT (MAJ Altenburg) DALO-RMB (Mr. Harris) DAMA-PPR (Ms. Stone) DAMH-ZA (Ms. Mauck) DAMI-PBB (Mr. Johnson) DAMO-FDP (LTC Young) DAPE-CPR (Ms. Lander) </td> <td style="width: 50%; vertical-align: top;"> DAPE-HRE (MAJ Washburn) DAPE-MBA (LTC Feret) DAPE-MBB (CPT Wallace) DAPE-MBC (LTC Youmans) DAPE-MBM (Mr. Watrous) DAPE-MBU (Mr. Walsh) DAPE-MPM (MAJ Wells) DAPE-PSM (LTC Corrigan) DAPE-ZXB (MAJ Serviss) DASG-RMM (Mr. Schechter) DACA-OMP (Mr. Barkley) NGB-ARP (Mr. Huppman) </td> </tr> </table>			DAAG-RMM (Ms. Miller) DAAR-PE (LTC Ragosta) DACH-PPE (CB(LTC) Kuehne) DAEN-RMU (Ms. Brown) DAIG-PA (LTC Dondlinger) DAJA-PT (MAJ Altenburg) DALO-RMB (Mr. Harris) DAMA-PPR (Ms. Stone) DAMH-ZA (Ms. Mauck) DAMI-PBB (Mr. Johnson) DAMO-FDP (LTC Young) DAPE-CPR (Ms. Lander)	DAPE-HRE (MAJ Washburn) DAPE-MBA (LTC Feret) DAPE-MBB (CPT Wallace) DAPE-MBC (LTC Youmans) DAPE-MBM (Mr. Watrous) DAPE-MBU (Mr. Walsh) DAPE-MPM (MAJ Wells) DAPE-PSM (LTC Corrigan) DAPE-ZXB (MAJ Serviss) DASG-RMM (Mr. Schechter) DACA-OMP (Mr. Barkley) NGB-ARP (Mr. Huppman)
DAAG-RMM (Ms. Miller) DAAR-PE (LTC Ragosta) DACH-PPE (CB(LTC) Kuehne) DAEN-RMU (Ms. Brown) DAIG-PA (LTC Dondlinger) DAJA-PT (MAJ Altenburg) DALO-RMB (Mr. Harris) DAMA-PPR (Ms. Stone) DAMH-ZA (Ms. Mauck) DAMI-PBB (Mr. Johnson) DAMO-FDP (LTC Young) DAPE-CPR (Ms. Lander)	DAPE-HRE (MAJ Washburn) DAPE-MBA (LTC Feret) DAPE-MBB (CPT Wallace) DAPE-MBC (LTC Youmans) DAPE-MBM (Mr. Watrous) DAPE-MBU (Mr. Walsh) DAPE-MPM (MAJ Wells) DAPE-PSM (LTC Corrigan) DAPE-ZXB (MAJ Serviss) DASG-RMM (Mr. Schechter) DACA-OMP (Mr. Barkley) NGB-ARP (Mr. Huppman)			

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Figure 3.6.6. DAPE-MBU Coordination DF

COVER SHEET		
OFFICE SYMBOL: DACA-RM	DATE: 16 Dec 83	CONTROL NUMBER:
SUBJECT: FY 85 Defense Manpower Requirements Report (DMRR)		
<input type="checkbox"/> COORDINATION APPROVAL OF ACTION <input type="checkbox"/> MICROFICHE ONLY		
KEYWORDS (First word from OCA keyword list; maximum 32 letters each key word)		
1.	2.	3.
MEMORANDUM FOR RECORD (Describe briefly the origin of action, background, discussion, and recommended action).		

1. DCSPER has staffed the final draft of the DMRR for comments and revision.
2. An earlier draft was circulated to all directorates within COA. Written input from USAFAC was received too late for inclusion in our response. However, telephonic input was received and included in our response. In addition, this office conducted an edit of the earlier Commercial Activities input and made several minor editorial changes in conjunction with DACA-RM. Our input on APORS was included in DMRR update with only minor editorial changes.
3. Request signature and return for conveyance to DCSPER.

(continue on reverse side)					
COORDINATIONS (Additional on reverse side)					
OFFICE	NAME	PHONE	DATE		
DACA-RM	Ron Savitski	56568	12/20/83		
DACA-RM	Leland Adams	75661	12/20/83		
APPROVALS					
INITIALS	DATE	INITIALS	DATE	INITIALS	DATE
DIV- <i>ce</i>				AXO	XO
DIR-				COA	DCOA
ACTION OFFICER (Name, grade, phone, signature)			FICHE NUMBER : DISPATCH DATE		
James H. Barkley/77669 <i>James H. Barkley</i>					
OCA FORM 9, 12 Feb 82			REGRADED WHEN SEPARATED FROM CLASSIFIED DOCUMENT		

Figure 3.6.7. OCOA Final Coordination

AD-A182 373

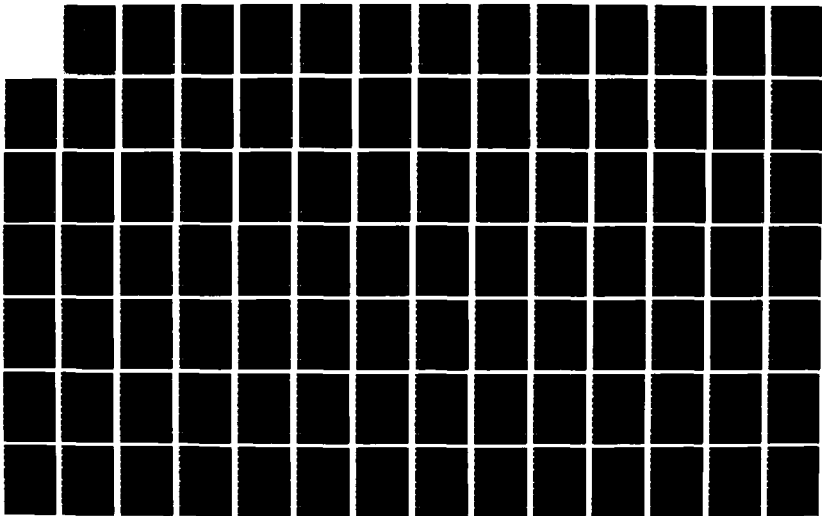
OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-84-84-CR-PT-2 MDA903-84-C-0117

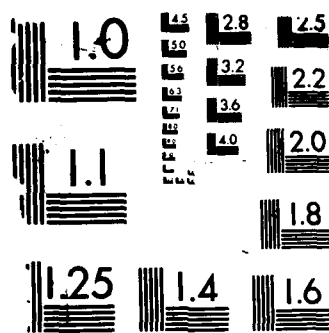
4/8

UNCLASSIFIED

F/G 5/1

NL





MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

DACA-OMP (23 Dec 83)

SUBJECT: FY 85 Defense Manpower Requirements Report (DMRR)

TO: DAPE-MBC

FROM: DACA-OMP

DATE: CMT2
Mr. Barkley/tot/77669

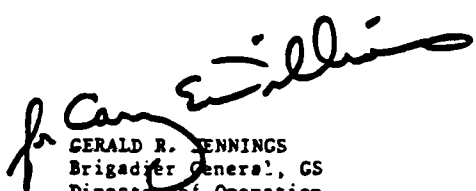
1. It is requested that the following changes be made on the final draft of the FY 85 DMRR.:

- a. Pg. 16: First sentence - add "DACA-FA" after (USAFAC) as shown.
- b. Pg. 16: Second sentence - delete "which" after USAFAC and substitute with "who" and delete "the" after determine and substitute with "their" as shown.
- c. Pg. 55: Second paragraph - change "insuring" to "ensuring" and add "of" after costs as shown.
- d. Pg. 56: Second paragraph - change "management" to "managing" and delete "of" as shown.

2. Your initial draft was circulated to all directorates within COA. Some requested changes above were received too late for inclusion in our initial response. However, all input is currently available and has been incorporated in 1 above. A few editorial changes have been made in the Commercial Activities section.

FOR THE COMPTROLLER OF THE ARMY:

1 Encl
as


GERALD R. JENNINGS
Brigadier General, GS
Director of Operation
and Maintenance, Army

DISPOSITION FORM

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REFERENCE OR OFFICE SYMBOL DAPE-MBC	SUBJECT FY 85 Defense Manpower Requirement Report (DMRR)
--	---

TO SEE DISTRIBUTION FROM DAPE-MBC DATE 16 JAN 1984 CMT 1
Mr. Gethers/deh/56596

1. References:

- a. DF, DAPE-MBC, 4 Nov 83, SAB.
- b. DF, DAPE-MBC, 23 Dec 83, SAB.

2. Enclosed is a copy of the "For Comment" draft of the DMRR. Request you review the parts of the draft pertaining to Army and provide comments and changes NLT 20 Jan 84. This will be the last opportunity to make substantial changes, therefore a complete review should be done. The final draft will be issued for numbers verification on 30 Jan 84. If updated numbers are available, they should be provided with your comments on 20 Jan.

3. The DMRR is used to support the DOD portion of the President's Budget, therefore the draft should be reviewed at the General Officer level if appropriate.

1 Encl

Marshall B. Johnson
MARSHALL B. JOHNSON
Colonel, GS
Chief, Manpower Management
and Analysis Division

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DAMH-ZA (Ms. Mauck)	DAPE-ZXB (MAJ Serviss)
DAMI-PBB (Mr. Johnson)	DASG-RMM (Mr. Schechter)
DAMO-PDP (LTC Young)	DACA-OMP (Mr. Barkley)
DAPE-CPR (Ms. Lander)	NGB-ARP (Mr. Huppman)

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Figure 3.6.8. "For Comment" Draft Coordination

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SECTION 4

EXECUTION CYCLE ACTIONS

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4.1 Pay Supplemental

4.1.1 General

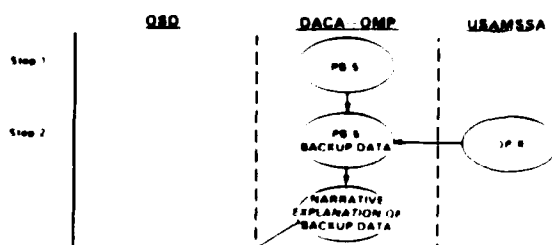
The pay supplemental is prepared by DACA-OMP and submitted to OSD in response to guidance from OSD. The supplemental is submitted after the full budget submission and requests funding for dollar requirements generated by pay increases during the current year. The pay supplemental, which includes the PB-5, PB-37P and PB-37Q, is consolidated at OSD for submission to the Congress. After Congress approves and the President signs the supplemental appropriation, the Budget Execution Team of DACA-OMP prepares a DD Form 1105. An example of a DD Form 1105 is at Figure 4.1.2. The DD Form 1105 is forwarded to the Assistant Secretary of the Army (Financial Management) (ASA(FM)) for signature. ASA(FM) forwards the DD Form 1105 to OSD and OMB for approval. The approved DD Form 1105 is returned to DACA-OMP and is forwarded to USAFAC for execution. The Department of Treasury issues a treasury warrant to USAFAC which authorizes expenditure of funds. At the same time, OSD forwards an Expense Operating Budget (EOB) to the Army which apportions the total funds that can be expended for the entire year, including supplementary appropriations when applicable. These three documents provide the authority for USAFAC to actually disburse funds. DACA-OMP also issues Funding Authorization Documents (FADs) to distribute the pay supplemental dollars to OPAGYs, giving them authority to obligate the funds.

The entire pay supplemental preparation process is shown in the flow chart, Figure 4.1.1.

4.1.2 Preparation of PB-5

Step 1

The first step in preparation of the pay supplemental is development of the PB-5. The



development of the PB-5. The PB-5 preparation instructions are found in paragraph 6.1 because it is also an exhibit that is included in the original budget submission.

4.1.3 Preparation of PB-37P and PB-37Q

Step 2 The backup data for the PB-5 is displayed in the PB-37P format as shown in Figure 4.1.3. The data for the backup display is derived from the OP-8 and the PB-5.

- Workyears and Compensation Summary

- The data for line A of the PB-37P is taken from the OP-8 for the previous budget submission.

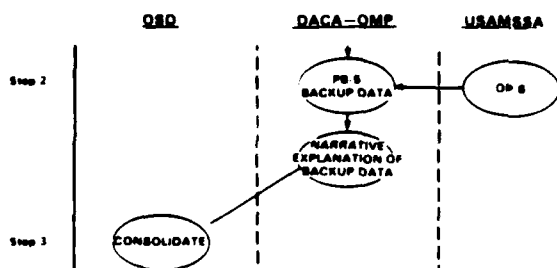
- For line B, the data in column ① is taken from the OP-8 Operation and Maintenance, Army summary lines 1A(1) through (3) of the MANYEARS field. The manyears on

on these lines should be added together to get the manyears (column ①) for line B of the PB-37P. The data for column ② of the PB-37P is taken from the MANYEARS field on line 1A(4) of the OP-8. PB-37P col-

umn ③ data comes from the MANYEARS field on line 1B of the OP-8. Column ④ is the sum of columns ①, ②, and ③.

- Line C is the difference between lines A and B in each column.

- Line D, like line A, comes from the previous year's budget OP-8. The data are extracted from the Operation and Maintenance, Army summary using the TOTAL COMPENSATION & BENEFITS field. Column ① of the PB-37P includes the sum of the amounts on line 1A(1) through (3). Column ② data are taken from line



1A(4). Column (3) data are taken from lines 1B and 3. Column (4) is the total of all the numbers in columns (1) through (3).

- Line E is determined the same way that line D is determined except that the OP-8 for the budget being submitted is used.

• Computation of Supplemental Requirement

- The numbers for line 1 in each column is calculated by dividing the amount in line D by the amount in line A of the Workyears and Compensation Summary.
- Line 2 is calculated by dividing the amount in line E by the amount in line B of the Workyears and Compensation Summary.
- Line 3 is the difference between lines 1 and 3.
- Line 4 is computed by dividing the numbers in line B, column (1) of the Workyears and Compensation Summary into the costs found in column (3) of the Operation and Maintenance, Army summary of the statistical portion of the PB-5, Figure 6.1.4. Column (1) is calculated by dividing the number in column (1) of the Workyears and Compensation Summary into the number found on the Civ Stat Pay Systems line of the statistical portion of the PB-5. The column (2) number is calculated by dividing the column (2) number in the Workyears and Compensation Summary into the number on the US Wage Grade line of the statistical portion of the PB-5. The column (3) number is calculated by dividing the column (3) number in the Workyears and Compensation Summary into the number

on the Foreign Nationals Direct line of the statistical portion of the PB-5. Column (4) is the sum of columns (1) through (3).

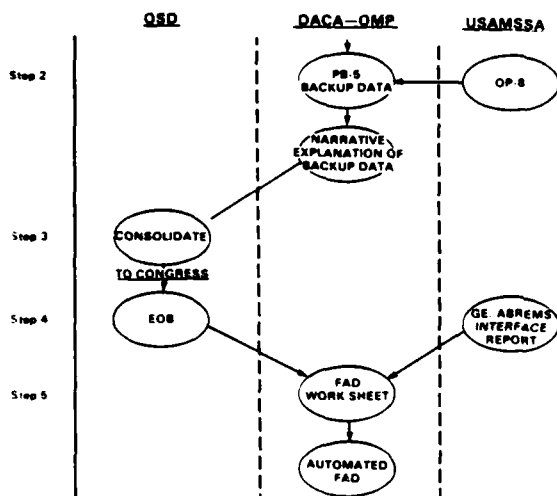
- Line 5 reflects the numbers from the statistical portion of the Operation and Maintenance, Army summary of the PB-5 that were used in determining line 4 above. The number that goes in column (1) of the PB-37P is taken from column (3) of the Civ Stat Pay Systems line of the PB-5. The column (2) number is taken from the US Wage Grade line, column (3) of the PB-5. The column (3) number is taken from the Foreign Nationals Direct line, column (3) of the PB-5.
- Line 6 is taken from the Separation Liability line, column (3) of the Operation and Maintenance, Army summary of the statistical portion of the PB-5.
- Line 7 also reflects numbers from the Operation and Maintenance, Army summary of the statistical portion of the PB-5. Column (4) of the PB-5 is used. Column (1) of the PB-37P is taken from the Civ Stat Pay Systems line of the PB-5. Column (2) of the PB-37P is taken from the US Wage Grade line of the PB-5. Column (3) of the PB-37P is the sum of the Foreign Nationals Direct and Separation Liability lines of the PB-5. Column (4) is the sum of columns (1) through (3).
- Line 8 of the PB-37P reflects the numbers in column (5) of the statistical portion of the PB-5 Operation and Maintenance, Army summary. Column (1) of the PB-37P is the number on the Civ Stat Pay Systems line of the PB-5. Column (2) of the PB-37P is the number on the US Wage Grade line of the PB-5. Column (3) is the sum of the Foreign Nationals Direct

and Separation Liability lines of the PB-5. Note in the example in Figure 4.1.3 that column (3) is blank. Column (4) is the sum of columns (1) through (3). Note that the values in this line are negative.

- Line 9 of the PB-37P is the arithmetic sum of lines 5, 6, 7 and 8.
- Line 10 of the PB-37P reflects the numbers in column (7) of the Operation and Maintenance, Army summary of the statistical portion of the PB-5. Column (1) of the PB-37P is the number on the Civ Stat Pay Systems line of the PB-5. Column (2) of the PB-37P is the number on the US Wage Grade line of the PB-5. Column (3), if containing a number, is the sum of the Foreign Nationals Direct and Separation Liability lines of the PB-5. Column (4) of the PB-37P is the sum of columns (1) through (3).
- Line 11 is the result of subtracting line 10 from line 9.
- A PB-37P is prepared for each separate appropriation except RDT&E and the military construction appropriations.
- PB-37Q. The narrative explanation of the PB-37P is contained in the PB-37Q, Narrative Justification of Civilian Pay Increases (Figure 4.1.4). It provides a description of the actions that led to the changes reflected on the PB-37P. These actions may occur at various times of the year and will normally be reflected in reports prepared by USAMSSA in response to DPRs from DACA-OMP.

Step 3 The pay supplemental supporting documents are provided to OSD for consolidation into a DoD report that is forwarded to Congress.

Step 4 Upon receipt of an EOB from OSD, DACA-OMP must determine the funding distribution for preparation of funding authorization documents (FAD). The GE/ABREMS



Interface Tape reports (Figure 4.1.5) prepared when the pay supplemental was developed are used to calculate the distribution of funding. If Congress changes the funding asked for in the supplemental, adjustments must be made to the distribution shown in the GE/ABREMS reports. The work sheet shown in Figure 4.1.6 is prepared using the GE/ABREMS re-

port. The OPAGY totals for the pay-grade groupings are taken from the OPAGY total lines for MSN, BOS(-), and RPMA on the GE/ABREMS reports. These totals are recorded on the work sheet and grand totals calculated for each pay-grade group. One work sheet is prepared for each OPAGY.

Step 5 FADs are prepared using data from the work sheet prepared in Step 3. A copy of a FAD work sheet is shown in Figure 4.1.7. The FAD work sheet is furnished to DACA-BUE for entry into the automated FAD system, which will provide a printed copy to the respective commands. An example of the automatically generated FAD is in Figure 4.1.8.

ACTION: Pay Supplemental

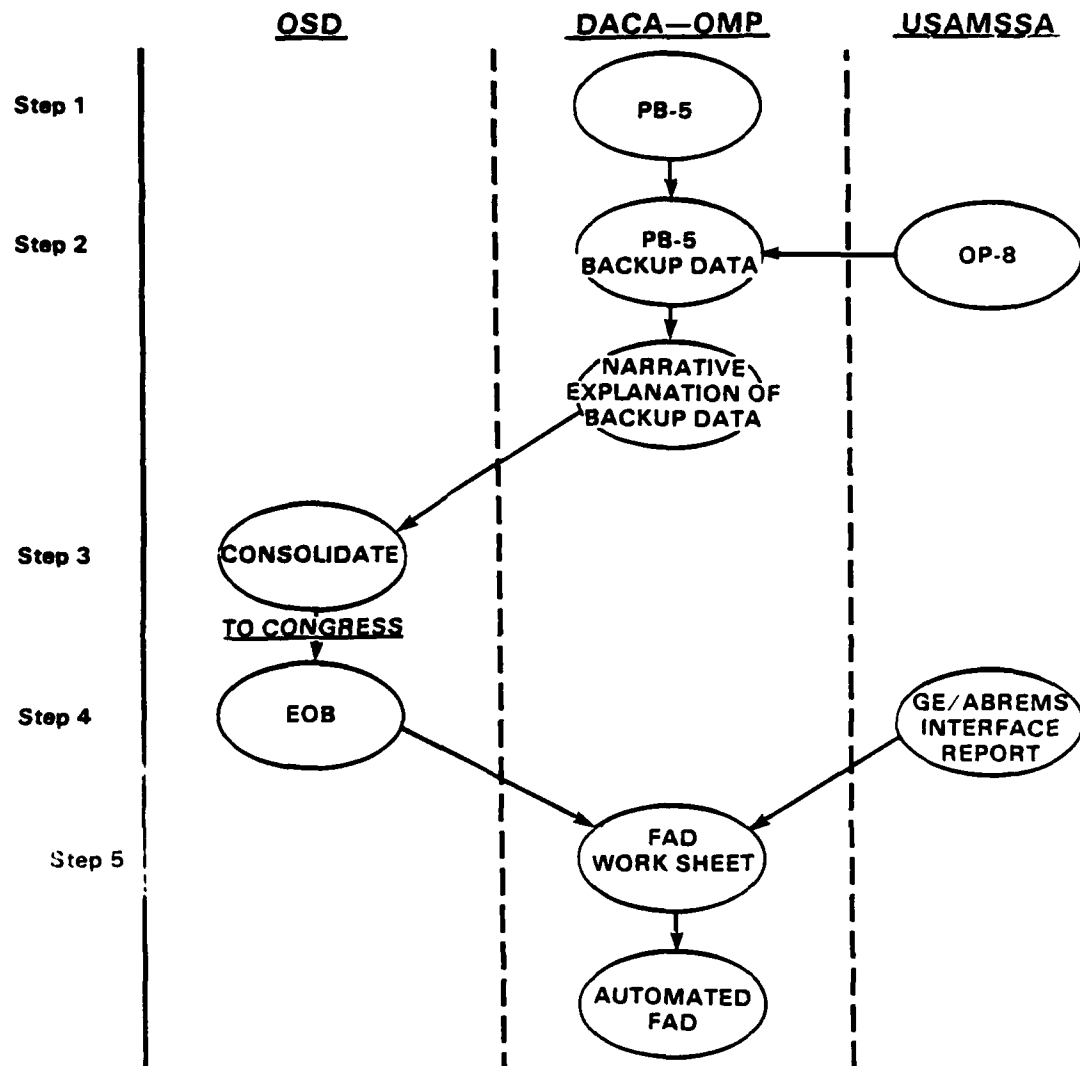


Figure 4.1.1. Pay Supplemental Flow Chart

APPORTIONMENT AND REAPPORTIONMENT SCHEDULE					FISCAL YEAR 1984
AGENCY DEPARTMENT OF DEFENSE		APPROPRIATION TITLE AND SYMBOL		APPROPRIATION SERIAL NO.	
COMPONENT				COMPONENT NO. OSD NO.	
DESCRIPTION	AMOUNT ON LATEST DD FORM 1105	SUBMITTED BY COMPONENT	REQUESTED BY SEC DEF	ACTION BY OMB	
BUDGETARY RESOURCES					
BUDGET AUTHORITY					
1A APPROPRIATIONS REALIZED	17,034,844,000	17,297,576,000	17,297,576,000		
1B OTHER NEW AUTHORITY REALIZED					
1C NET TRANSFERS OF CY AUTH REALIZED		-300,000	-300,000		
1D ANTICIPATED					
1 TOTAL BUDGET AUTHORITY	17,034,844,000	17,297,276,000	17,297,276,000		
UNOBLIGATED BALANCE					
2A BROUGHT FORWARD OCTOBER 1					
2B NET TRANSFERS OF PY BALANCES		16,800,000	16,800,000		
2C ANTICIPATED TRANSFERS OF PY BALANCES					
2 TOTAL UNOBLIGATED BALANCE		16,800,000	16,800,000		
REIMBURSEMENTS AND OTHER INCOME					
3A EARNED	2,063,000	11,583,000	11,583,000		
3B CHANGE IN UNFULFILLED CUSTOMER ORDERS					
3C ANTICIPATED FOR REST OF YEAR					
3 TOTAL REIMBURSEMENTS AND OTHER INCOME	2,063,000	11,583,000	11,583,000		
RECOVERIES OF PRIOR OBLIGATIONS					
4A ACTUAL RECOVERIES					
4B ANTICIPATED RECOVERIES REST OF YEAR					
4 TOTAL RECOVERIES OF PRIOR OBLIGATIONS					
5A PORTION NOT AVAILABLE PURSUANT TO PL					
5B					
5 TOTAL					
6 RESTORATIONS (+) AND WRITE OFFS (-)					
7 TOTAL BUDGETARY RESOURCES	17,036,907,000	17,309,243,000	17,339,243,000		
APPLICATION OF BUDGETARY RESOURCES					
APPORTIONMENTS					
8A 1st CY	4,471,679,000	5,832,194,000	5,832,194,000		
8B 2nd CY	4,337,027,000	5,030,221,000	5,030,221,000		
8C 3rd CY	3,225,509,000	3,701,534,000	3,701,534,000		
8D 4th CY		2,725,334,000	2,725,334,000		
8E 5th CY	12,615,225,000 1/				
8 TOTAL APPORTIONMENTS	17,043,431,000	17,309,243,000	17,339,243,000		
WITHHOLDINGS					
9A DEFERRED					
9B WITHHELD PENDING RESCISON					
9 TOTAL WITHHOLDINGS					
10 UNAPPORTIONED BAL OF REVOLVING FUNDS					
11 TOTAL BUDGETARY RESOURCES	17,043,431,000	17,309,243,000	17,339,243,000		
FOR DOD USE ONLY		FOR OMB USE ONLY			
1/ AG OF 26 June 1984. 2/ AGO 2/ See ATTACHED.		OMB footnotes attached.			
SUBMITTED TO OSD (Col 1)		APPORTIONED			
SIGNATURE (Authorized Officer - DOD Component)		DATE		SIGNATURE (Col 1)	
Pat Hillier, ASA(FM)		27 AUG 1984		David Sitrin	
REQUESTED OF OMB (Col 1)		DATE		DATE	
Clyde O. Sitrin Deputy Associate Director for		SEP 4 1984		SEP 13 1984	

DD FORM 1105

EDITION OF 1 APR 79 IS OBSOLETE National Security

Figure 4.1.2. DD Form 1105

Office of Management and Budget Footnotes

Operation and Maintenance, Army 2142020
1984 Apportionment Serial No. 4 (OSD No. 4)

- a/ In addition to the amounts apportioned herein, an amount or amounts equal to the value of orders received and accepted within the fiscal year for reimbursable work and services is hereby automatically apportioned upon receipt and acceptance of such orders pursuant to the letter of Chief, Military Division dated July 9, 1962.
- b/ This apportionment is automatically adjusted (increased or decreased) to reflect transfers to or from the Foreign Currency Fluctuations account.

Workyears and Compensation Summary and Computation of Pay Increase Costs
Direct Hire Personnel
FY 1984

Appropriation, Operation and Maintenance—Army

	Classified (1)	U.S. Wage Employees (2)	Direct Foreign Nationals (3)	Total (4)
A. Workyears (original request)	149,902	34,623	15,460	199,985
B. Workyears (revised request)	152,553	35,013	15,092	202,658
C. Change in workyears (explain below)				
D. Total compensation (original request) (\$000)	2,651	390	-368	2,673
E. Total compensation (revised request) (\$000)	3,720,367	844,666	235,573	4,800,606
F. Change in total compensation (\$000) (explain below)	1,800,631	892,291	221,224	4,916,618
	80,256	48,125	-12,349	116,032

WORKYEARS AND COMPENSATION SUMMARY:

- A. Workyears (original request)
- B. Workyears (revised request)
- C. Change in workyears (explain below)
- D. Total compensation (original request) (\$000)
- E. Total compensation (revised request) (\$000)
- F. Change in total compensation (\$000) (explain below)

COMPUTATION OF SUPPLEMENTAL REQUIREMENT:

1. Average compensation (original request) (\$)	24,819	24,396	15,238	24,005
2. Average compensation (revised request) (\$)	24,913	25,499	14,791	24,261
3. Change in average compensation (1.-2.) (\$)	94	1,103	-447	756
4. Change in average compensation due to FY 1984 pay increases (\$)	640	393	84	616
5. Total compensation increase due to FY 1984 pay increases B. x 4.) (\$000)	97,641	13,753	13,417	124,891
6. Increase in foreign national separation pay liability due to pay increases (\$000)	-	-	1,116	1,106
7. Reimbursements to other accounts (+) (\$000)	46,393	14,249	7	60,659
8. Reimbursements from other accounts (-) (\$000)	-1,501	-19,768	-	-21,269
9. Net pay increase costs (5. + 6. + 7. - 8.) (\$000)	142,533	8,234	14,620	165,387
10. Amount absorbed within available funds (-) (\$000)	-13,003	-2,854	-	-15,857
11. Supplemental appropriation requested (9. - 10.) (\$000)	129,530	5,380	14,620	149,530

NARRATIVE EXPLANATION: (Explain C. and F. above. Use additional blank sheets, if necessary).

Figure 4.1.3. PB-5 Backup Data (PB-37P)

Operatio and Maintenance, Army

Change in Workyears

The increase of 2,673 workyears is the result of end strength reductions associated with the FY 1984 Appropriation Act offset by increases resulting from programing based on actual utilization occurring in the training base.

Change in Total Compensation

The following provides a trail of changes in compensation between the initial FY 1984 President's Budget and the revised requirement.

	<u>Classified</u>	<u>U.S. Wage Employees</u>	<u>Direct Hire Foreign Nationals</u>	<u>Total</u>
Original Request, Total Compensation	\$3,720,367	\$844,666	\$235,573	\$4,800,606
FY 84 Congressional Adjustments	-12,647	-	-	-12,647
FY 84 Supplemental Requests Civilian Pay Raises	+97,641	+13,753	13,497	+124,891
Social Security Tax Payments	+4,390	+973	-	+5,363
Employer Cost of Health Insurance	+12,808	+2,921	-	+15,729
Hourly Rate Change	-9,298	-	-	-9,298
Workyear Adjustments	+65,795	+9,514	-5,608	+69,701
Workyear Cost Calculations Based on Actual Workyear Compensation	-78,433	+20,964	-20,238	-77,707
Revised Request, Total Compensation	\$3,800,623	\$892,791	\$223,224	\$4,916,638

Figure 4.1.4. Narrative Explanation of PB-5 Backup Data (PB-37Q)

UNCLASSIFIED

PMS INTERFACE TO GE -/- ABREMS SYSTEM AND PROGRAM

06/22/94

RECORD TYPE	ACTION	TRANSACTION CONTROL NUMBER	REASON FOR CHANGE OR REMARKS	PAYG PY 04 05	YEAR 1 PY 04	YEAR 2 PY 05	YEAR 3 PY 06	YEAR 4 PY 07	YEAR 5 PY 08	YEAR 6 PY 09	YEAR 7 PY 00
T	0	04040040									
TYPES REC/ ACTION	PRIP	PROGRAM ELEMENT CODE	OPERATING AGENCY	BUDGET CYCL	START YEAR	END YEAR	YEAR 1 PY 04	YEAR 2 PY 05	YEAR 3 PY 06	YEAR 4 PY 07	YEAR 5 PY 08
D 0 A	PAYG	393106	B	A3	1	04	70	110	116	115	111
D 0 A	PAYG	393106	C	A3	1	04	9	13	13	12	12
D 0 A	PAYG	393106	B	A3	1	04	13	19	19	20	20
D 0 A	PAYG	393106	E	A3	1	04	2	2	2	2	2
D 0 A	PAYG	393106	F	A3	1	04	1	2	2	2	2
D 0 A	PAYG	393106	G	A3	1	04	14	20	19	20	19
D 0 A	PAYG	393106	H	A3	1	04	11	15	15	15	15
D 0 A	PAYG	393106	M	A3	1	04	270	376	376	369	357
D 0 A	PAYG	393106	P	A3	1	04	32	21	2	1	1
D 0 A	PAYG	393106	S	A3	1	04	44	63	64	64	64
D 0 A	PAYG	393106	T	A3	1	04	39	50	61	61	61
D 0 A	PAYG	393106	J	A3	1	04	513	705	607	600	604
D 0 A	PAYG	393106	K	A3	1	04	2	3	3	3	3
D 0 A	PAYG	393106	L	A3	1	04	1	1	1	1	1
D 0 A	PAYG	393106	N	A3	1	04	91	122	122	124	124
D 0 A	PAYG	393106					94	127	127	129	129
D 0 A	PAYG	393106					61	65	67	67	67
D 0 A	PAYG	393106					1,516	1,945	1,995	1,991	1,984
D 0 A	PAYG	393106									1,960

UNCLASSIFIED

PAGE 3

Figure 4.1.5. GE/ABREMS Interface Tape Report

CURRENT TYPE	TOTAL	P-2	P-3-I	P-4	P-5	P-6	P-7	P-8	P-9	P-10
ADMISSION	16033	15222		29	29					
W-5-5M (3.5%)	10864	9864		26	152					
W-5-5M (3.5%)										
W-5-5M TOTAL		11216		29	172					
W-6 (3.5%)	4452	4402			48					
W-6 (3.5%)										
W-6 TOTAL		4402			53					
W-7EN	1972	1954			8					
W-7EN ENSA										
W-7E										
W-7ENB (-)	-1842	-1842								
ADMISSION	3111	1615		29	234					
W-5-5M (3.5%)	1101	1149		26	152					
W-5-5M (3.5%)										
W-5-5M TOTAL	1101	1149		29	174					
W-6 (3.5%)	307	254			48					
W-6 (3.5%)										
W-6 TOTAL	307	254			53					
W-7EN	46	48								
W-7EN										
W-7E										
W-7ENB (-)										

Figure 4.1.6. Pay Supplemental Work Sheet

[illegible]

DATE SUBMITTED: _____
 SUBMITTED BY: _____

COMMAND: F-105
 OA CODE: 100

ADVICE NUMBER: 2757

FUNDING AUTHORIZATION DOCUMENT

PROGRAM	INCREASE/DECREASE
P2.....	44,663,000
P3-C.....	2,000,000
P3-I.....	
P3-O.....	
P3-S.....	257,000
P7-M.....	
P8-M.....	
P8-O.....	100,000
P8-T.....	
P9.....	17,000
P10.....	5,000
Direct AFP.....	47,000,000
Reimbursable AFP.....	
Total AFP.....	
MRPF.....	

ALLOCATION	QUARTER:
Direct Allocation	45,000,000
Reimbursable Allocation	
Total Allocation	

LIMITATIONS, CEILINGS AND FLOORS

Property Disposal Operations P-.....	
Public Affairs Limit P-.....	40,000,000
Contingencies by Program Limit:	
P-.....	
P-.....	
P-.....	
P-.....	
P-.....	
P-.....	
Base Operations(-) P-.....	12,000,000
Base Operations(RPMA) P-.....	2,800,000

REMARKS:

1. INCD FY84 DIRECT AFP AND DIRECT ALLOCATION BY 45,000,000
2. BASED ON PAY AND LOG SUPPL
- 3.
4. MAY HAVE FOLLOW WITH ANNOT TRAIL
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.

Figure 4.1.7. FAD Work Sheet

FUNDING AUTHORIZATION DOCUMENT				PAGE 1	
ISSUED BY:		I		ISSUED TO:	
CONTROLLER OF THE ARMY		I		FORSCOM	
SERVICE SERIAL NUMBER	I	ADVICE NUMBER	I	OPERATING AGENCY CODE	I
276-240	I	2707	I	276	I
CHANGE NUMBER	I	EFFECTIVE DATE	I	DATE ISSUED	I
45	I	29AUG84	I	29AUG84	I
SECTION A - OMA - 2142020					
PROGRAM	I	PREVIOUS BALANCE	I	INCREASE/DECREASE	I
ANNUAL FUNDING PROGRAM:					
P2	I	2230,462,000.00	I	44,603,000.00	I
PM	I	4,214,000.00	I	29,000.00	I
PM	I	57,000.00	I	0.00	I
P75	I	16,121,000.00	I	264,000.00	I
P80	I	40,174,000.00	I	400,000.00	I
P81	I	10,535,000.00	I	0.00	I
P9	I	2,501,000.00	I	47,000.00	I
P10	I	569,000.00	I	2,000.00	I
DIR AFF	I	2304,715,000.00	I	45,335,000.00	I
RMA AFF	I	5,403,000.00	I	0.00	I
TOTAL AFF	I	2310,118,000.00	I	45,335,000.00	I
ALLOCATION LIMIT BY QUARTER - SEE FOOTNOTE 2					
NET ORIG QTR 4	DIR	45,335,000.00	RMA	0.00	
I	QTR 1	I	QTR 2	I	QTR 3
DIR	670,423,000.00	I	1303,404,000.00	I	1876,522,000.00
RMA	1,020,000.00	I	3,090,000.00	I	4,390,000.00
TOT	671,563,000.00	I	1306,424,000.00	I	1880,912,000.00
SECTION B - LIMITATIONS, CEILINGS & FLOORS					
MREF	I	337,519,000.00	I	0.00	I
BASE OPERATION (-) P2			I	12,325,000.00	I
BASE OPERATION RMA P2			I	3,826,000.00	I
PUBLIC AFFAIRS P9			I	47,000.00	I
PROPERTY DISPOSAL P75			I	0.00	I
CONTINGENCIES BY PROGRAM LIMIT:					
.012	P2		I	0.00	I
.014	P2		I	0.00	I
.017	P2		I	0.00	I

REMARKS:

INCR FY84 DIR AFF AND 4TH QTR DIR ALLOC \$45,335,000
BASED ON PAY AND PGM SUFF.
PGM SUFF INCL \$20M FOR GRENADA. THIS IS TOTAL GRENADA SUFF OF
\$10M LESS \$10M PREVIOUSLY FURNISHED.
INCR FY84 P9 PA LIMIT \$47,000.

Figure 4.1.8. Automated FAD

FUNDING AUTHORIZATION DOCUMENT				PAGE 2
ISSUED BY:		I	ISSUED TO:	
CONTROLLER OF THE ARMY		I	FORSCOM	
SERVICE SERIAL NUMBER	I	ADVICE NUMBER	I	OPERATING AGENCY CODE
276-240	I	2707	I	276
CHANGE NUMBER	I	EFFECTIVE DATE	I	DATE ISSUED
45	I	29AUG84	I	29AUG84

FOOTNOTES:

1. AMOUNTS REFLECTED BY BUDGET PROGRAM IN THE ANNUAL FUNDING PROGRAM SECTION (SECTION A) ARE LIMITATIONS SUBJECT TO THE PROVISIONS OF AR 37-20 AND WILL NOT BE EXCEEDED WITHOUT THE APPROVAL OF THE NEXT HIGHER AUTHORITY; UNLESS AND TO THE EXTENT THAT REPROGRAMMING AUTHORITY HAS BEEN PROVIDED IN THE REMARKS SECTION OF THIS FAD. AUTHORIZED REPROGRAMMING AMONG AMOUNTS BETWEEN THESE BUDGET PROGRAMS/SUB-PROGRAMS WILL BE DOCUMENTED CONCURRENTLY THRU PETICS.
2. AUTHORIZING OR INCURRING OBLIGATIONS IN EXCESS OF THE CUMULATIVE ALLOCATION FOR THE PERIOD INDICATED IS A VIOLATION OF 31 USC 1517 (FORMERLY RS 3679) AND IS REPORTABLE UNDER AR 37-20.
3. THE ANNUAL FUNDED REIMBURSEMENT AMOUNT IS A LIMITATION SUBJECT TO THE PROVISIONS OF AR 37-20, AND IS AVAILABLE IN AN AMOUNT NOT TO EXCEED REIMBURSABLE ORDERS RECEIVED AND ESTABLISHED OR TOTAL ANNUAL OBLIGATIONS INCURRED AGAINST FUNDED REIMBURSABLE ORDERS, WHICHEVER IS LESS.
4. CUMULATIVE OBLIGATIONS, INCREASED BY AUTOMATIC REIMBURSABLE ORDERS RECEIVED (IF AUTHORIZED), ARE LIMITATIONS SUBJECT TO AR 37-20.

NAME AND TITLE OF APPROVING OFFICER	I	SIGNATURE
JAMES L. KIZER, IAC	I	
WFOG, FUNDS CONTROL OFFICER	I	

DA FORM 1323-C (1 APRIL 1970)

DO YOU WANT TO PRINT ANOTHER FAD? (YES/NO)

)

Figure 4.1.8 (Cont.). Automated FAD

FUNDING REQUEST REVIEW				
ADVICE NUMBER	I	OPERATING AGENCY	I	CONF
2707	I	FORSCOM	I	276
SECTION A - DMA - 2142020				
PROGRAM	I	PREVIOUS BALANCE	I	INCREASE/DECREASE
ANNUAL FUNDING PROGRAM:				
P2	I	2230,462,000.00	I	44,603,000.00
P3C	I	4,216,000.00	I	29,000.00
P3T	I	57,000.00	I	0.00
P7S	I	16,121,000.00	I	254,000.00
P80	I	40,174,000.00	I	400,000.00
P8T	I	10,535,000.00	I	0.00
P9	I	2,581,000.00	I	47,000.00
P10	I	569,000.00	I	2,000.00
DIR AFF	I	2304,715,000.00	I	45,335,000.00
RMP AFF	I	5,403,000.00	I	0.00
TOTAL AFF	I	2310,118,000.00	I	45,335,000.00
ALLOCATION LIMIT BY QUARTER - SEE FOOTNOTE 2				
NET CHG QTR 4	DIR	45,335,000.00	RMP	0.00
I	QTR 1	I	QTR 2	I
QTR 3	I	QTR 4		
DIR	420,423,000.00	I	1303,404,000.00	I
RMP	1,020,000.00	I	3,020,000.00	I
TOT	421,443,000.00	I	1306,424,000.00	I
SECTION B - LIMITATIONS CEILINGS & FLOORS				
MBFF	I	337,512,000.00	I	0.00
BAGE OPERATION (-) P2	I	12,355,000.00	I	622,221,000.00
BAGE OPERATION EPMA P2	I	3,024,000.00	I	633,349,000.00
CURRIC ACTIVATES P2	I	47,000.00	I	1,843,000.00
PROPERTY DISPOSAL P7S	I	0.00	I	2,972,000.00
CONTINGENCIES BY PROGRAM LIMIT:				
.012	P2	I	0.00	I
.014	P2	I	0.00	I
.017	P2	I	0.00	I
REMARKS:				
INCR FY84 DIR AFF AND 4TH QTR DIR ALLOC \$45,335,000				
BASED ON PAY AND PGM SUPPL.				
PGM SUPPL IS \$28 MILLION FOR GRENADA LESS \$10 MILLION				
PREVIOUSLY FUNDED.				
INCR FY84 P9 PA LIMIT \$47,000				
*MSG WILL FOLLOW WITH AUDIT TRAIL *				
NAME OF APPROVER: MAJ WOODBRIDGE				

Figure 4.1.8 (Cont.). Automated FAD

4.2 Program Supplemental

4.2.1 General

The program supplemental reflects program requirements that were not known early enough to be included in the original budget request. OSD provides guidance as to the issues that may be included and specifies the minimum information required for the request. The program supplemental prepared by DACA-OMP is forwarded to OSD where it is combined with requests from other Services into a consolidated OSD budget supplemental for submission to Congress.

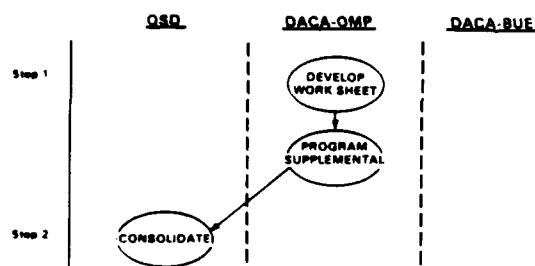
The entire program supplemental preparation and distribution process is shown in the flow chart, Figure 4.2.1.

4.2.2 Preparation of the Program Supplemental

Step 1 The program supplemental is prepared in a format prescribed by memorandum from the OSD Comptroller. An example of a program supplemental is at Figure 4.2.2.

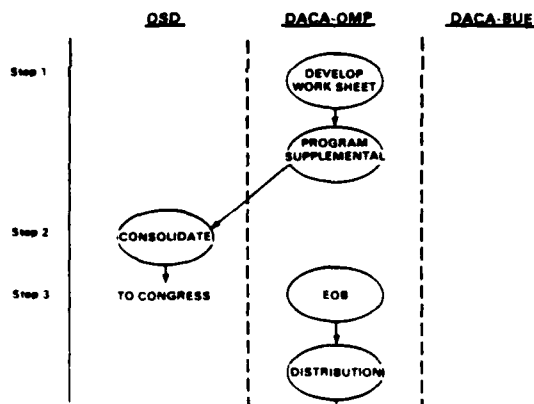
- The data for the upper portion of the supplemental is calculated from appropriation workpapers produced as a result of updates requested in paragraph 5.2. The update reports for respective issues, such as social

security are compared with the start point reports to determine the dollar amounts for the report. The dollar amounts are recorded on a work sheet (Figure 4.2.3). For example, the appropriation workpapers produced after running the SOCIALSE program listed in



paragraph 2f of Enclosure 1 shown in Figure 5.2.2 (Re-costing DPR) is compared with the appropriation workpapers before the SOCIALSE run. The workpapers are entered at the subprogram total number, e.g., total for subprogram 7M. The difference between the two runs for the social security update for each OMA subprogram is recorded on the work sheet and the total for each OMA program is computed and typed into the corresponding program line on the upper portion of the program supplemental.

- The figures for the bottom portion are taken from the appropriation workpapers and computations performed by the analyst. The "Direct Hire U.S. total workyear" comes from the MANYEAR field at the OMA program total



level of the appropriation workpapers. The "Workyears applicable to social security estimate" and the "average increase per workyear" are taken directly from the "MANYEARS" and "AVG YEARLY SALARY" fields, respectively, of the appropriation workpapers after the SOCIALSE run. "Reimbursements to other accounts" is taken from the AIF portion of the

appropriation workpapers. The "Supplemental appropriation requested" is the same as the amount identified on the first line of the top portion of the program supplemental.

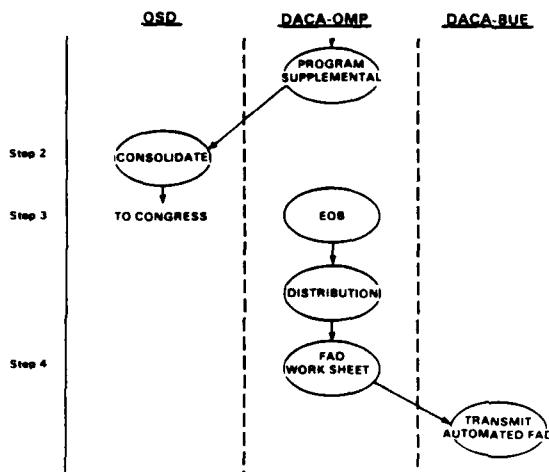
Step 2 The completed program supplemental is forwarded to OSD for consolidation into an OSD request.

4.2.2 Distribution of Approved Program Supplemental

The consolidated OSD program supplemental must be approved by both Houses of Congress and signed by the President. The approved program supplemental is returned to the Army for execution using the same steps and documents that are used to return the pay supplemental. These procedures are discussed in paragraph 4.1.1.

Step 3 Upon receipt of an EOB, DACA-OMP must determine the funding distribution for preparation of funding authorization documents (FAD). The GE/ABREMS

Interface Tape reports prepared when the program supplemental was developed are used to calculate the distribution of funding. The work sheet shown in Figure 4.2.3 is prepared using the GE/ABREMS report. One work sheet is also prepared for each OPAGY (Figure 4.2.4). The OPAGY total for each issue is taken from the OPAGY total lines for MSN, BOS(-), and RPMA on the GE/ABREMS reports.



Step 4 FADs are prepared using data from the work sheet prepared in Step 3. A copy of a FAD work sheet is shown in Figure 4.1.7. The FAD work sheet is furnished to DACA-BUE for entry into the automated FAD system, which will provide a printed copy to the respective commands. An example of the automatically generated FAD is in Figure 4.1.8.

ACTION: Program Supplemental

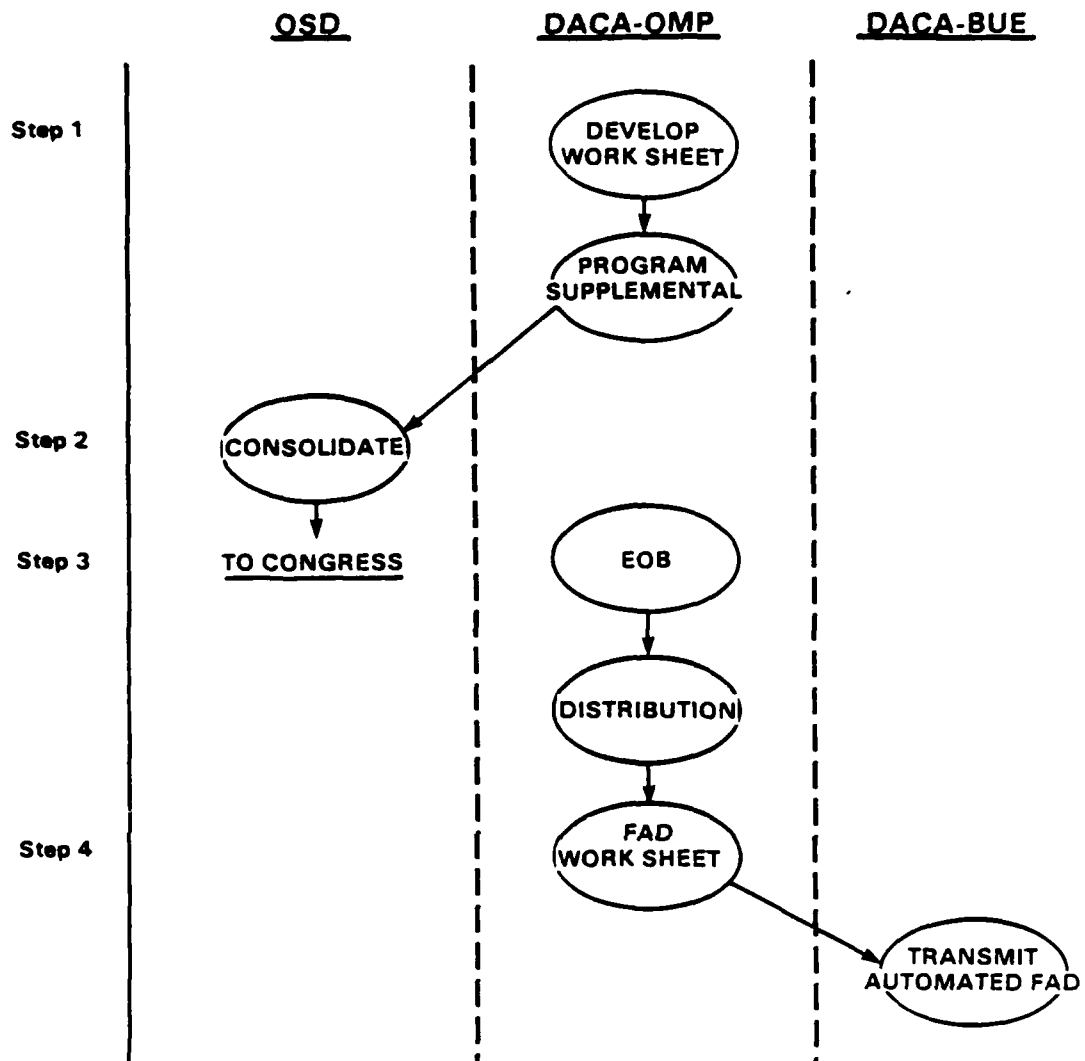


Figure 4.2.1. Program Supplemental Flow Chart

Department of Defense
Operation and Maintenance, Army

FY 1984 Program Supplemental
Narrative Justification
(In Thousands of Dollars)

Increased Social Security Taxes \$7,400

General Purpose Forces	\$1,394
Intelligence and Communications	306
Central Supply and Maintenance	3,207
Training, Medical, and Other	
Personnel Activities	2,035
Administration and Associated	
Activities	447
Support to other Nations	11

This funding provides for employer contributions for social security taxes for new employees effective January 1, 1984.

The "Federal Employee's Retirement Contribution Temporary Adjustment Act of 1983 (P.L. 98-21) provides for new federal employees who begin employment after 1 January 1984 to be covered under social security. Federal employees hired after 31 December 1983 will be fully covered under both social security and the civil service retirement system during a two year transition period ending 1 January 1986. Employing agencies will continue to make their normal contribution and the amount actually contributed to the civil service retirement system will be made up by the Treasury Department at the close of FY's 84, 85, and 86. At the end of this transition period, newly hired employees will be transferred to a new yet-to-be developed supplemental retirement plan. The following provides computation of supplemental requirements:

Direct hire U.S. total workyears	187,772
Workyears applicable to social security estimate	14,881
Average increase per workyear	363
Reimbursements to other accounts (\$000)	1,998
Supplemental appropriation requested (\$000)	7,400

No SECURITY objection to
PUBLIC RELEASE

SEP 10 1984
Kalechak
SECURITY REVIEW, PACI, HQDA

Figure 4.2.2. Program Supplemental

Fitted Program Supplemental		DACH-001					10 June 84	
	TOTAL	P-1	P-2	P-3	P-4	P-5	P-6	P-7
1. Social Security	32,937	5010	3170	9120	11946	649	4222	1254
2. Medicare	5465	1558	42	448	1030	170	1048	449
3. Medicaid	15746	9911	156	692	9756	486	3123	1491
4. AFDC	3241	-259	-1	-21	-56	-7	-94	-6
5. AFDC (1)	21191	1077	312	772	11530	946	1603	1508
6. Social Security	3436	991	60	405	939	170	467	412
7. Medicare	10982	786	153	576	4795	482	1196	1197
8. Medicaid	5191	-24	-1	-9	621	-9	-4	-3
9. AFDC (1)	5861	3036	5	143	492	1718	411	124
10. Social Security	1424	791	2	30	78	414	32	35
11. Medicare	4490	2447	3	81	451	1538	65	94
12. Medicaid	-251	-172	.	-8	-37	-15	-6	-3
13. AFDC (1)	2241	887	44	84	44	666	10	12
14. Social Security	507	476	13	13	13	187	18	18
15. Medicare	1093	748	35	35	30	548	54	54
16. Medicaid	-176	-87	-4	-4	-19	-63	-63	-63

Figure 4.2.3. Program Supplemental Work Sheet

FY 1984

OPTION	TOTAL	PA	P3-C	P3-I	P2-S	P2-H	P3-T	P3-H	P3-D	P-9	P-10
Project	31259	31171	3		46				69	9	
1. Social Security	26980	26868	3		46				69	9	
2. Social Security	5462	5442									
3. Social Security	867	867									
4. Social Security	838	803			12				15	1	
5. Social Security	103	74			12				15	1	
6. Social Security	514	514									
7. Social Security	211	211									
8. Social Security	14511	14511			34				45	2	
9. Social Security	577	577			34				45	2	
10. Social Security	1624	1624									
11. Social Security	548	548									
12. Social Security	39200	39200									
13. Social Security	36200	36200									
14. Social Security	1400	1400									
15. Social Security	100	100									
16. Social Security	10000	10000									

Figure 4.2.4. FAD Preparation Work Sheet

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4.3 Documenting Prior Year Actual Cost Data

4.3.1 General

Following the end of each FY DACA-OMP must calculate the direct costs of civilian personnel for that FY. These calculations are essential in order to update the FORDIMS-P/BS data base and establish a new baseline for developing the May POM. The process begins with the receipt of input reports and work sheets from the ODCSPER, Civilian Personnel Center (CIVPERCEN) and US Army Finance and Accounting Center (USAFAC) in the mid-November timeframe, and is completed with the data base update, publication of reports by USAMSSA and distribution of reports by DACA-OMP by the end of December.

The entire process is shown in the flow chart, Figure 4.3.1.

4.3.2 Input Documentation

4.3.2.1 Manpower Utilization and Requirements Report (RCS CSFOR-78) (Part A) (Figure 4.3.2) and CSFOR-78 Work Sheet (Figure 4.3.3). The CSFOR-78 Report, Part A, is prepared by OPAGY and submitted quarterly to ODCSPER (DAPE-MBU). Details regarding the preparation and content of this report are in AR 570-3. The report is submitted in varying formats both automated and manual; however, the same data elements are reported. The report of interest in documenting prior year actual costs is the quarterly report prepared as of September of each fiscal year. The report shows by OPAGY and Army Management Structure Code (AMSCO) the cumulative ES, MM and earnings for DH and IDH civilian personnel (military strengths are also shown but are not of interest to DACA-OMP). From the CSFOR-78 Report, and other reports described below, DAPE-MBU prepares the CSFOR-78 Work Sheets. These work sheets show the ES for DH and IDH civilian personnel and FTP personnel by various CYPES (Part I, Table 7.1). The data is displayed by RCOMD and Unit Identification Code (UIC). The work sheets constitute manpower year end controls and are provided DACA-OMP by DAPE-MBU.

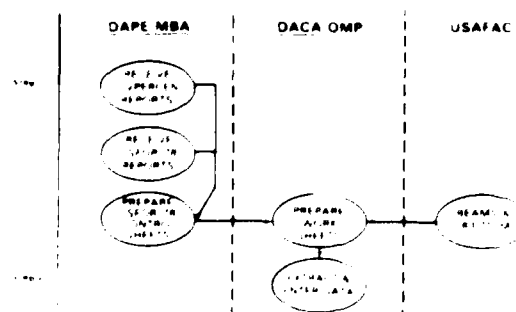
4.3.2.2 Monthly Report of Federal Civilian Employment (SF 113-A) (Figure 4.3.4). The SF113-A Report is a monthly report prepared by the Army's CIVPERCEN. The report of interest in documenting prior year actual costs is the report as of 30 September of each FY. This report is furnished to the OSD and OPM/OMB by CIVPERCEN thus it will be essential that prior year actual costs are in balance with this report. The report shows summary totals in strengths and payroll for various categories of Army civilian employees. It is distributed to DACA-OMP by DAPE-CPP.

4.3.2.3 Report on Obligations (1183-TD-MO) (Figure 4.3.5) and Operation and Maintenance Management Report, Budget Execution and Appropriation Management System (BEAMS) (Figure 4.3.6). These two reports are prepared by USAFAC. The 1183 Report shows gross obligations by object class for the fiscal year. The BEAMS report shows EOE obligations, DIR and REIMB, by RCOMD by AMSCO. Both reports are sent to DACA-OMP by USAFAC.

4.3.3 Documenting and Processing Cost Data

4.3.3.1 Receipt of Data

Step 1 After receipt of the above reports the DACA-OMP analyst has



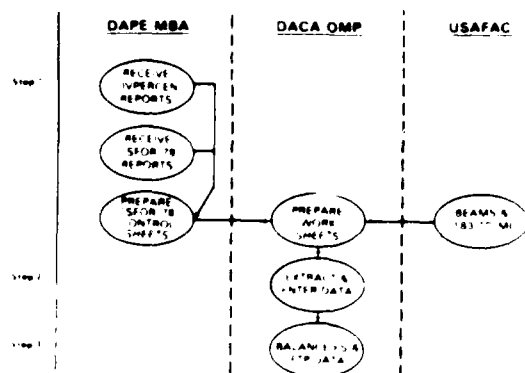
the data required to document the prior year actual costs. The first step is to prepare work sheets on which to enter data (Figure 4.3.7). A separate set of work sheets is prepared for each RCOMD. All RCOMD reports will probably not be received at one time; thus, each RCOMD should be processed as received.

4.3.3.2 Extracting the Data

Step 2 Once the work sheet headings are entered, enter the first AMSCO reported from the RCOMD's CSFOR-78 Report. (The data entries shown in Figure 4.3.7 as an example are taken from Figure 4.3.2.)

For each AMSCO and each CTYPE under the AMSCO enter:

- The DH and IDH ES, FTP and MM. The FTP is determined by subtracting the TPT and WAE employees reported from the ES reported. (Part I, Table 7.4 defines these employee categories.)
- The appropriate EOE (in thousands of dollars) as follows:



- Basic Compensation (BCOMP) - Subtract Cumulative Overtime (OTIME) (line 2 column q) from Cumulative Earnings (line 2 column p).
- Basic Benefits (BBENE) - Add line 3 columns p and q.
- Overtime (OTIME) - Enter from line 2 column q.

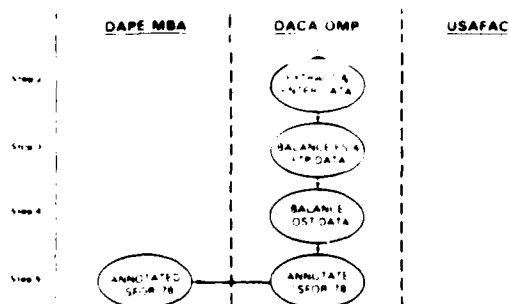
Enter other elements of expense Cash Awards (CASHA), Former Employee Compensation (FECMP), and Severance Pay (SVPAY) from the BEAMS Report. If CASHA is reported you must reduce BCOMP by an equal amount.

Note that in the example in Figure 4.3.7 the BCOMP for CTYPE 201 appears to be excessively low for 50 MY. In cases such as this you should check the BEAMS Report and use the BEAMS figures.

4.3.4 Balancing Manpower and Dollar Reports

You are now ready to balance the DACA-OMP work sheets to assure consistency with manpower and dollar reports. Differences will exist due to the varying reporting channels involved, errors in displaying costs or manpower, use of estimates to meet reporting time elements, etc.

Step 3 The DAPE-MBU CSFOR-78 Work Sheet presents manpower data at the RCOMD level of detail. The work sheet data was derived from the ODCSPER 322 Report, 969 Report, and SF 113-A Report.



You will recall that the SF 113-A Report is used to report summary Army civilian personnel data to OSD and OPM/OMB. Thus, it is essential that the RCOMD ES and FTP totals in the DACA-OMP work sheets balance to the RCOMD ES and FTP totals in the DAPE-MBU CSFOR-78 work sheets.

Where the two do not agree the analyst must force agreement in the DACA-OMP work sheet. At this point judgement comes in to play. If a relatively large disconnect exists the analyst should verify the figures in the DACA-OMP work sheet and CSFOR-78. If the deficiency is not resolved then the analyst should attempt to resolve it with DAPE-MBU. In the final analysis the DAPE-MBU CSFOR-78 work sheet takes precedence and the DACA-OMP work sheet must be adjusted to conform. This is done by changing the RCOMD total and spreading the change over the AMSCO and CTYPES on a proportionate basis.

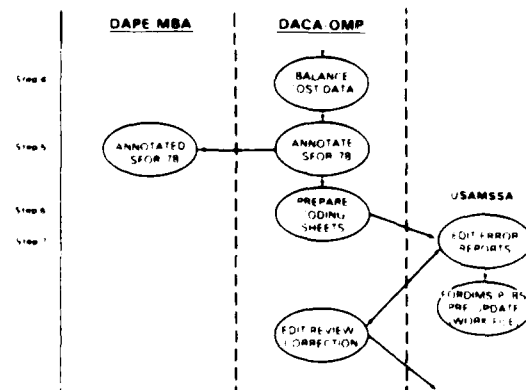
Step 4 The RCS 1183-TD-MO Report provides summary civilian personnel obligations for each appropriation by object class. The BEAMS report gives the same data at the RCOMD and AMSCO level

of detail. The analyst compares the costs shown on the DACA-OMP work sheet (AMSCO totals for each object class) to the same data reported as obligations on the BEAMS report. Where discrepancies exist, change the AMSCO totals on the work sheet to correspond to the BEAMS report and spread the difference over the object classes and CTypes on a proportionate basis. As in balancing the manpower figures, judgment must be used in allocating the prior year costs. After each AMSCO and RCOMD has been balanced, you must ensure that the total Army appropriation balances for each object class. As in previous procedures, deficiencies must be resolved in favor of the RCS 1183-TD-MO Report, and the DACA-OMP Work Sheet changed accordingly.

Step 5 Annotate the changes made during the balancing process on the CSFOR-78 Report and return a copy to DAPE-MBU.

4.3.5 Coding the Data

Step 6 After the DACA-OMP Work Sheet is in balance with the manpower



and cost reports you are ready to code the data for input to FORDIMS-P/BS. This is accomplished using the Audit File Continuation Sheet (ODCSPER Form 463-1) (Figure 4.3.8), and P/BS Audit Cards 2, 3 and 4 (OCA Forms 18, 19 and 20) (Figures 4.3.9, 4.3.10 and 4.3.11).

These forms are prepared in accordance with paragraph C-4g, Appendix C, FORDIMS User's Guide.

The following should be noted when coding the data:

- The data is coded in RCOMD batches.

- Card columns (cc) 1-48 of each card contain the same descriptive data elements.
- One Action Number (ACTNO) is used for the entire process.
- The compute flags (ccs 61 and 72, Card #2 and cc 59 and 71, Card #3) are not used.
- The UICOD is not used.

4.3.6 Processing the Data

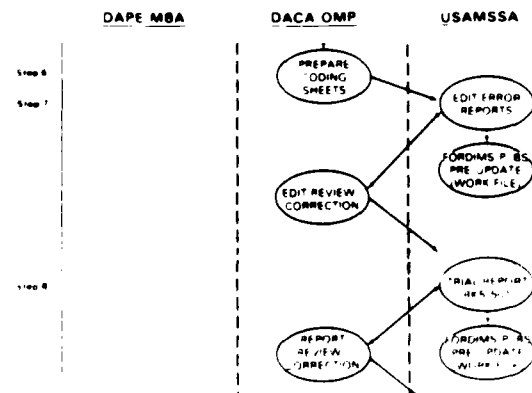
The data is processed by USAMSSA in response to a DPR (Figure 4.3.12). The coding sheets are provided USAMSSA by batch and a register is maintained in DACA-OMP for each batch processed. The register will indicate batch numbers and RCOMDs included in each batch. USAMSSA will be requested to create a work file and to maintain batch integrity in processing the coding sheets.

4.3.7 Editing the Input

Step 7 Edit error reports are prepared for each batch processed.

These reports are provided DACA-OMP for review and correc-

tion. Depending on the size of the edit error report, corrections may be input directly to the work file from the DACA-OMP remote terminal, or the edit error report is annotated with the correct data and returned to USAMSSA for correction in the work file. After each edit error correction a new edit error report is generated for review and correction. This



processing, edit and review procedure is repeated until all known errors are corrected.

Step 8

Once satisfied that all known errors have been corrected, a trial report of Civilian Personnel Costs, Basic Level Appropriation Workpapers (RK5_501) (Part III, Section 2) is requested from USAMSSA. This report is reviewed for coding errors and to ensure totals balance to the finance (BEAMS/1183) and manpower (SF-113) reports. If errors exist new coding sheets are prepared and a new trial report produced for review. Once all errors are corrected, the data base is updated and standard reports generated.

4.3.8 FORDIM-P/BS Update

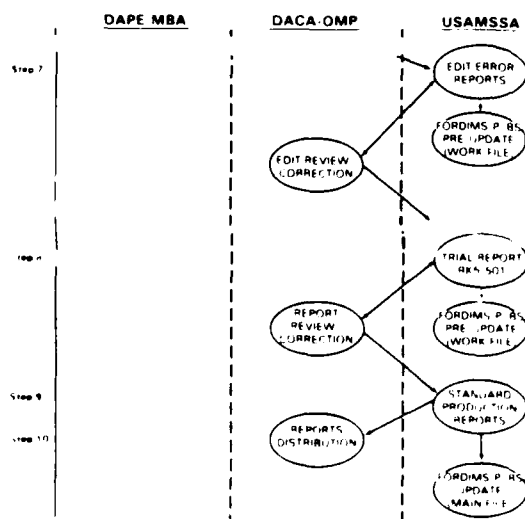
Following each edit, the P/BS receives a pre-update. After all edit errors are corrected the FORDIMS-P/BS main file data base is updated.

4.3.9 Reports

Step 9

Following the FORDIMS-P/BS update, one copy of the following reports is generated by USAMSSA:

- RK5_501 Civilian Personnel Costs, Basic Level Appropriation Workpapers



- RK5_502 Civilian Personnel Costs, Basic Level Appropriation Workpapers (OMA BASOP Minus RPMA)
- RK5_503 Civilian Personnel Costs, Basic Level Appropriation Workpapers (OMA RPMA only)
- RK5_504 Civilian Personnel Costs, Basic Level Appropriation Workpapers (AMHA only)
- RK5_505 Civilian Personnel

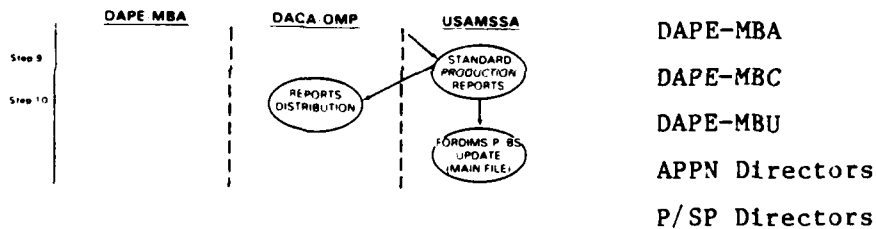
Costs, Foreign National Separation Allowance (FNSA)
Basic Level Appropriation Workpapers

- RK5_506 Civilian Personnel Costs, Basic Level Command Workpapers
- RK5_516 Audit Trail by Action Number
- RK5_521 Civilian Personnel Costs (OP-8) (OP-8A); Foreign National Personnel (OP-10)

A sample copy of each report is contained in Part III, Section 3 and the description and use of each report is contained in Appendix F, Vol. I, FORDIMS User's Guide.

4.3.10 Distribution of Reports

Step 10 DACA-OMP makes copies of the reports and distributes one copy to each to the following:



**ACTION: Documenting Prior Year
Actual Cost Data**

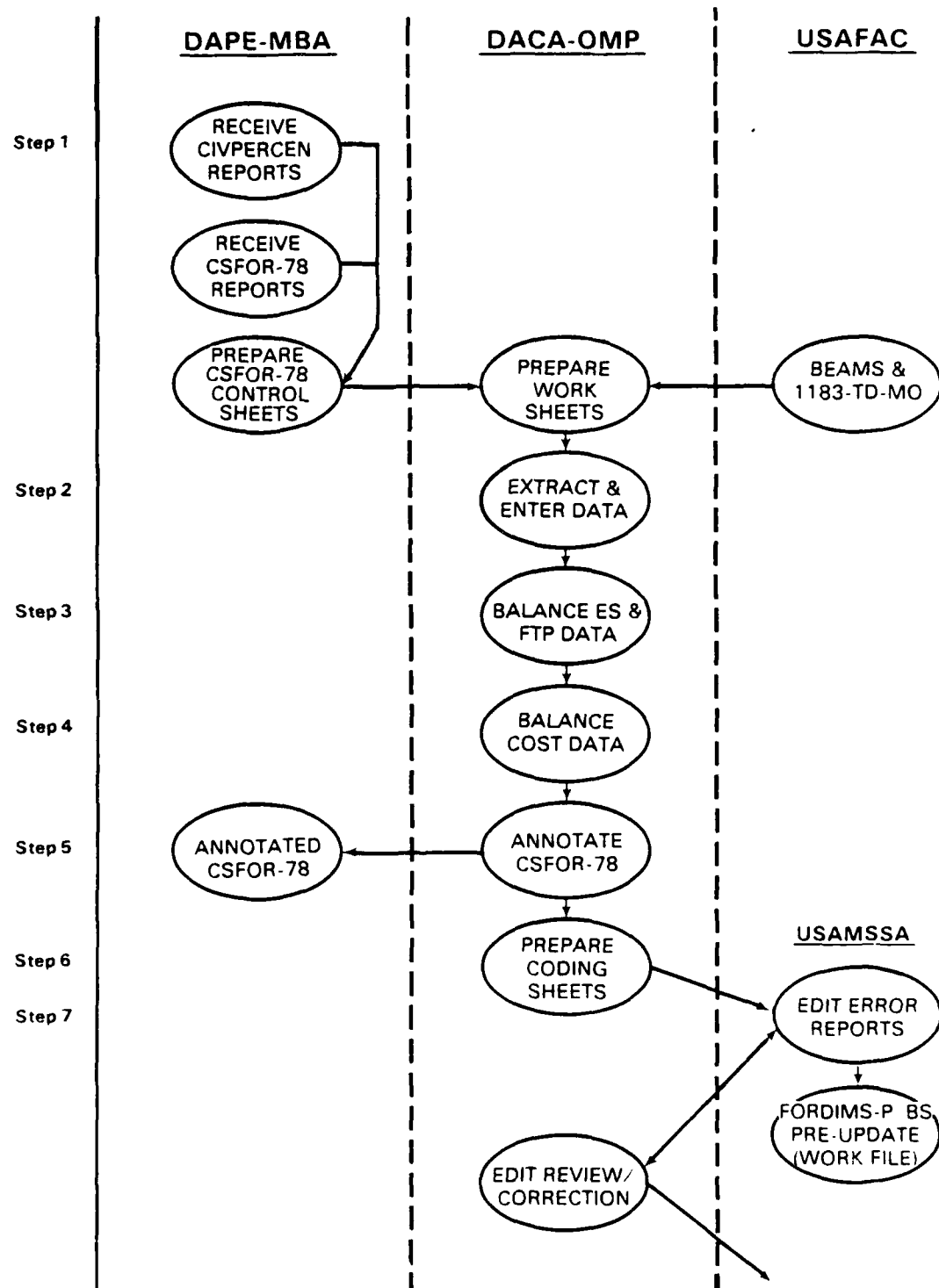


Figure 4.3.1. Documenting Prior Year Actual Cost Data Flow Chart

**ACTION: Documenting Prior Year
Actual Cost Data
(Continued)**

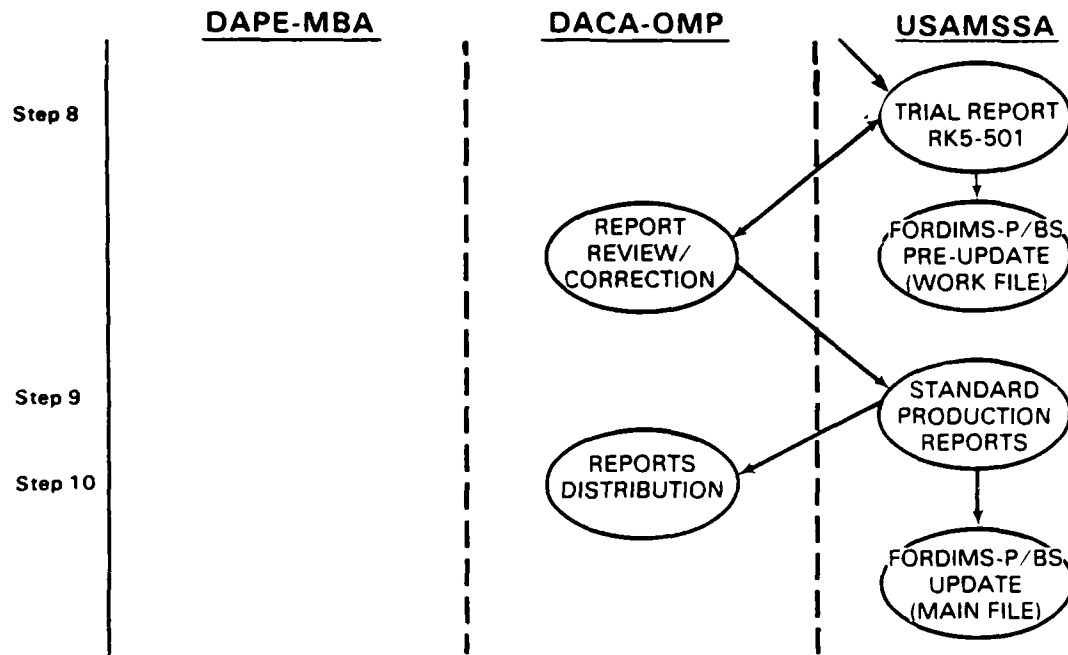


Figure 4.3.1 (Cont.). Documenting Prior Year (PY) Actual Cost Data Flow Chart

Monthly Report of Federal Civilian Employment

1. Department or Agency Department of the Army	2. Code (CSC Use) AR00	3. Other Organizational Unit Military Function ✓	4. Code (CSC Use)
5. Period Covered (Use a 6-digit number to indicate month, day, and year in items a, b, and c below. Example: 01/08/78)			
a. Employment As Of: 11/30/83	b. Payroll From 11/01/83 To 11/30/83	c. Turnover From 11/01/83 To 11/30/83	
Employment, Payroll, Turnover, and Ceiling Data	All Areas (A)	Overseas	United States
		Territories of the U.S. (B)	Foreign Countries (C)
		Within D.C. Metro Area (D)	Outside Wash. D.C. Metro Area (E)

SECTION I—CURRENT STATUS

1. Total Employment	342,392	1,019	40,574	27,322	273,477
2. Total in Permanent Positions	311,881	979	26,349	25,550	259,003
3. Full-Time	331,914	984	38,433	26,318	266,179
4. Full-Time in Permanent Positions	307,761	945	26,133	25,274	255,409
5. Full-Time with Permanent Appointments	292,597	917	12,003	25,179	254,498
6. Part-Time	8,213	35	1,729	928	5,521
7. Part-Time with Permanent Appointments	2,970	30	69	248	2,623
8. Intermittent	2,265		412	76	1,777
9. Competitive Service	271,926	559	8,792	25,431	237,144
10. With Permanent Appointments	257,157	518	6,769	24,245	225,625
11. Excepted Service	70,466	460	31,782	1,891	36,333
12. With Permanent Appointments	39,426	429	5,365	1,189	32,443
13. Wage Systems	106,389	358	19,732	3,384	82,915
14. U.S. Citizens	326,212	1,017	24,768	27,314	273,113
15. Noncitizens	16,180	2	15,806	8	364
16. Total Intermittents Not Working	1,655		250	264	1,141

SECTION II—PAYROLL (In Thousands of Dollars. For Example: 1,213,600 Should Appear as 1,214)

17. Wages and Salaries Earned—Total (EST)	706,249	2,094	82,362	55,798	565,995
18. Lump Sum Payments (EST)	1,505	—	94	127	1,284

SECTION III—TURNOVER

19. Total Accessions	5,574	16	1,313	353	3,892
20. Transfers	279	1	21	33	224
21. Total New Hires	4,979	11	1,237	285	3,446
22. Accessions to the Competitive Service	3,411	8	219	275	2,909
23. New Hires to the Competitive Service	2,079	4	144	152	1,779
24. U.S. Citizens	5,443	16	1,192	353	3,882
25. Total Separations	3,700	12	926	226	2,536
26. Transfers	414	1	26	56	331
27. Quits	1,481	3	506	84	888
28. U.S. Citizens	3,613	12	842	226	2,533

SECTION IV—EMPLOYMENT CEILING DATA

29. Total Ceiling Employment	339,594	1,013	40,566	27,044	270,971
30. Full-Time /Perm Appts.	291,986	915	11,997	25,142	253,932
31. Total Payroll to Ceiling Employees (EST)	707,754	2,094	82,456	55,925	567,279

Certified by (Signature) <i>William J. Lowergan, Jr.</i>	Official Position CH Civ Info Svs Dir	Location and Telephone Number 325-8965	Date (Month, Day, Year) 12/21/83
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Figure 4.3.4. SF 113-A

SUPPLEMENT TO STANDARD FORM 113A FOR JOINT COMMITTEE
ON REDUCTION OF NONESSENTIAL FEDERAL EXPENDITURES
DD-COMP (M) 710

Department of the Army

Data For NOVEMBER 1983
(Month & Year)

	<u>Number, End of Month</u>	<u>Wages & Salaries Earned During Month</u>
2a. Indirect Hire	30 November 83	31 October 83
Employees not included in		
Line 1, col. A, of SF-113 - Total	<u>58,829</u>	<u>2,999,271</u>
Belguin	592	49,100
Germany	51,222	2,590,818
Greece	16	----
Japan	3,435	258.952
Korea	3,297	----
Netherlands	267	48,545
Panama		51,856
3a. Persons not covered by Line 1, Col. A, SF-113A or preceding items who qualify for participation in federal retirement or insurance programs		<u>None</u>


WILLIAM J. LONERGAN, JR.

Civilian Information Systems
Directorate, PECC-CIO-R
Title

21 Nov 83
Date

Figure 4.3.4 (Cont.). Supplement to SF 113-A

REPORT ON OBLIGATIONS
IN THOUSANDS OF DOLLARS
1183-TD-MO

PERIOD ENDED - 31 DEC 63

AGENCY - DEPARTMENT OF DEFENSE
BUREAU - DEPARTMENT OF THE ARMY

APPROPRIATION ON FUND TITLE - RESEARCH, DEVELOPMENT, TEST AND EVALUATION, ARMY
UNEXPIRED ACCOUNTS, CURRENT YEAR SYMBOLS - 2102040

TRANSACTIONS, FISCAL YEAR TO DATE
TOTAL
TRANSACTIONS
(1)
WITHIN FEDERAL
GOVERNMENT ONLY
(2)

OBJECT
CLASS
SYMBOL
(2)

SECTION I - GROSS OBLIGATIONS BY OBJECT CLASS

PERSONNEL COMPENSATION
PERSONNEL BENEFITS
BENEFITS FOR FORMER PERSONNEL
TRAVEL AND TRANSPORTATION OF PERSONS
TRANSPORTATION OF THINGS
RENT, COMMUNICATIONS, AND UTILITIES
PAINTING AND REPRODUCTION
OTHER SERVICES
SUPPLIES AND MATERIALS
EQUIPMENT
LANDS AND STRUCTURES
INVESTMENTS AND LOANS
U.S. SUBSIDIES, AND CONTRIBUTIONS
INSURANCE CLAIMS AND INDEMNITIES
INTEREST AND DIVIDENDS
REFUNDS
UNVOUCHERED
UNDISTRIBUTED U.S. OBLIGATIONS

TOTAL SECTION I

SECTION II - ADVANCES, REIMBURSEMENTS, OTHER INCOME, ETC.

SECTION III - NET OBLIGATIONS INCURRED

SECTION IV - EXPIRED ACCOUNTS
ADJUSTMENT DURING REPORTING PERIOD

SECTION V - NET UNPAID OBLIGATIONS

1,324,076
352,105
110,151
1,014,727
7,297-
1,022,013

MGMT TABLE - 4 - OMA 09 83			B E A M S		OPERATION AND MAINTENANCE MANAGEMENT REPORT		RIN HCX-080	
PAGE - 220			FY 1983		E O E OBLIGATIONS BY OPN AGY BY AMSCO		RUN DATE 11/08/83	
OPERATION (NO.) OPN AGY			E O E CODE		DEFINITION		DOLLARS IN THOUSANDS	
MISSION (300) USAREUR			NUMBER				TOTAL	
...			AMSCO TOTAL				OBLIG	
202398								
	11A1	FTP BASE PAY-O/S US DEPENDENT HIRE CIV-GS				1952	0	1952
	11A2	FTP O/S US DEPENDENT HIRE CIV-GS TERMINAL LEAVE				334	0	334
	11A3	FT TEMP BASE PAY O/S US DEPENDENT HIRE CIV-GS				0	0	0
	11A5	PT EMPLOY O/S US DEPENDENT HIRE CIV-GS				25	0	25
	11C1	OVERTIME O/S US DEPENDENT HIRE CIV-GS				0	0	0
	11C9	CASH AWARDS O/S US DEPENDENT HIRE CIV-GS				1	0	1
	11E1	FTP BASE PAY US CIV SENIOR EXECUTIVE SERVICE				2	0	2
	11G1	FULL-TIME PERMANENT EMPLOYMENT				82	0	82
	11G2	FULL-TIME PERM EMPLOYMENT				4198	0	4198
	11H1	OVERTIME				21	0	21
	11H2	HOLIDAY PAY				1	0	1
	11H3	SUNDAY PAY				0	0	0
	11H7	OTHER				0	0	0
	11H9	CASH AWARDS				10	0	10
	11I1	FTP BASE PAY-US CIV GS				10486	38	10525
	11I2	FTP O/S CIV GS TERMINAL LV PAY				65	0	65
	11I3	FULL TIME TEMP BASE PAY US CIV GS				837	0	837
	11I4	FULL TIME TEMP-US CIV GS TERMINAL LV PAY				4	0	4
	11I5	PART TIME EMPLOYMENT-US CIV GS				38	0	38
	11I6	PART TIME EMPLOY - US CIV GS TERMINAL LV				0	0	0
	11I7	INTERMITTENT EMPLOY BASE PAY US CIV GS				13	0	13
	11I8	FTP BASE PAY-US CIV GS				0	0	0
	11I9	FULL TIME TEMP BASE PAY US CIV GS				12	0	12
	11I10	FTT BASE PAY ALL OTHER PAY SYS US CIV				28	0	28
	11I11	FTT TERMINAL LV ALL OTHER PAY SYS-US CIV				0	0	0
	11I12	PT EMP BASE PAY ALL OTHER PAY SYS-US CI				11	0	11
	11I13	PT EMPL TMNL LV ALL OTHER PAY SYS-US CIV				0	0	0
	11I14	OVERTIME PAY US CIV GS				37	0	37
	11I15	HOLIDAY PAY US CIV GS				1	0	1
	11I16	SUNDAY PAY US CIV GS				0	0	0
	11I17	NIGHTWORK DIFFERENTIAL US CIV GS				0	0	0
	11I18	HAZARDOUS DUTY PAY US CIV GS				0	0	0
	11I19	OTHER PREMIUM PAY US CIV GS				0	0	0
	11I20	CASH AWARDS US CIV GS				45	0	45
	11I21	HOLIDAY PAY US CIV ALL OTHER PAY SYS				0	0	0
	11I22	PERSONNEL COMPENSATION-USDM				16232	38	16270
	12A1	OVERSEAS CIV QTRS O/S US DEPENDENT HIRE CIV-GS				12	0	12
	12A2	OVERSEAS COL ALLOWS O/S US DEPENDENT HIRE CIV G				0	0	0

D - 220

Figure 4.3.6. BEAMS Report

ORGANIZATION _____

RCOMD _____

AMSCO	CTYPE	ES	FTP	MM	MY	BCOMP	CASHA	OTIME	HBENE	FECMP	SVPAY	REMARKS
511111		746	125	1476	123	556		26	13			
	101	37	365	1110	43	675		15	59			
	102	100		306	25	175		5	14			
	100	20	20	60	5	6						
	21	20		600	500	12						

Figure 4.3.7. Prior Year Actuals Work Sheet

P/B S ACTION SHEET		IN SPER		Type of Response																																																																																															
P/B S ACTION SHEET		IN SPER		Type of Response																																																																																															
P/B S ACTION SHEET		IN SPER		Type of Response																																																																																															
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100

Figure 4.3.8. P/BS Action Sheet - ODCSPER, Audit File
Continuation Sheet

P/BS AUDIT CARD -2 LOA

AUD OH CHANGE BCOMP BCUXO CASHA CASCU

Data entered (date)
Entered by (initials)

1. Add Audit Line		2. Add Audit Line Data		3. Add Audit Line Data		4. Add Audit Line Data		5. Add Audit Line Data		6. Add Audit Line Data		7. Add Audit Line Data		8. Add Audit Line Data		9. Add Audit Line Data		10. Add Audit Line Data		11. Add Audit Line Data		12. Add Audit Line Data		13. Add Audit Line Data		14. Add Audit Line Data		15. Add Audit Line Data		16. Add Audit Line Data		17. Add Audit Line Data		18. Add Audit Line Data		19. Add Audit Line Data		20. Add Audit Line Data		21. Add Audit Line Data		22. Add Audit Line Data		23. Add Audit Line Data		24. Add Audit Line Data		25. Add Audit Line Data		26. Add Audit Line Data		27. Add Audit Line Data		28. Add Audit Line Data		29. Add Audit Line Data		30. Add Audit Line Data		31. Add Audit Line Data		32. Add Audit Line Data		33. Add Audit Line Data		34. Add Audit Line Data		35. Add Audit Line Data		36. Add Audit Line Data		37. Add Audit Line Data		38. Add Audit Line Data		39. Add Audit Line Data		40. Add Audit Line Data		41. Add Audit Line Data		42. Add Audit Line Data		43. Add Audit Line Data		44. Add Audit Line Data		45. Add Audit Line Data		46. Add Audit Line Data		47. Add Audit Line Data		48. Add Audit Line Data		49. Add Audit Line Data		50. Add Audit Line Data		51. Add Audit Line Data		52. Add Audit Line Data		53. Add Audit Line Data		54. Add Audit Line Data		55. Add Audit Line Data		56. Add Audit Line Data		57. Add Audit Line Data		58. Add Audit Line Data		59. Add Audit Line Data		60. Add Audit Line Data		61. Add Audit Line Data		62. Add Audit Line Data		63. Add Audit Line Data		64. Add Audit Line Data		65. Add Audit Line Data		66. Add Audit Line Data		67. Add Audit Line Data		68. Add Audit Line Data		69. Add Audit Line Data		70. Add Audit Line Data		71. Add Audit Line Data		72. Add Audit Line Data		73. Add Audit Line Data		74. Add Audit Line Data		75. Add Audit Line Data		76. Add Audit Line Data		77. Add Audit Line Data		78. Add Audit Line Data		79. Add Audit Line Data		80. Add Audit Line Data		81. Add Audit Line Data		82. Add Audit Line Data		83. Add Audit Line Data		84. Add Audit Line Data		85. Add Audit Line Data		86. Add Audit Line Data		87. Add Audit Line Data		88. Add Audit Line Data		89. Add Audit Line Data		90. Add Audit Line Data		91. Add Audit Line Data		92. Add Audit Line Data		93. Add Audit Line Data		94. Add Audit Line Data		95. Add Audit Line Data		96. Add Audit Line Data		97. Add Audit Line Data		98. Add Audit Line Data		99. Add Audit Line Data		100. Add Audit Line Data	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100																																																																																																				

U.S. FORM 10 (17 JAN 80)

Figure 4.3.9. P/BS Action Card #2 - C0A

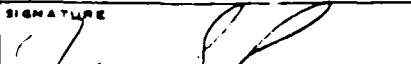
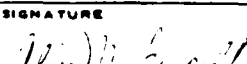
DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-41 the proponent agency is UCSA.</small>		DATE 15 NOV 83	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-006-84	PRIORITY
TO: USAMSSA ATTN: MR. FRANK	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input checked="" type="checkbox"/> REVISION <input type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBD-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Create a work file for 30 Sep Actuals			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 1983 Actuals			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) Create a work file for 30 Sep 83 Actuals. See Attached Instructions (High Priority Processing is Requested)			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: See Attached Inclosure Contact: Mrs. Maida/77669 Deliver: Call When Ready		PROPOSED COMPLETION DATE 30 Dec 83	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. JEAN S. ROGERS/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. ALICE M. FRAPOLLI/50315	
SIGNATURE 		SIGNATURE 	

Figure 4.3.12. DPR for Prior Year Actuals

INSTRUCTIONS FOR PROCESSING
FY83 ACTUALS

1. The FY 1983 civilian manpower actual coding sheets will be provided to USAMSSA by individual Batch Number. A register will be maintained by DACA-OMP for each batch processed to USAMSSA. This register will indicate which commands/agencies are contained.
2. This office requests USAMSSA process the actuals by Batch. Only in this way can DACA-OMP keep control and know what is in each update.
3. After a batch is keypunched and edited request that should there be errors in the edit that (DACA-OMP action officer) be notified at once to correct data set of batch actions for re-edit.
4. Upon successful update of file request one copy of the following reports for FY 1983 only.
 - a. Command Workpapers (RK5B505Y)
 - b. Command Workpapers Foreign National Separation Allowance
 - c. OP-8, 8A and 10 (RK5B521Y)
 - d. Audit Trail by ACTNO (RK5B516Y)
5. In order to expedite this process so excessive overtime will not be required during Holiday periods request the above method of processing be followed and high priority for processing be given this request.

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4.4 Recosting of Manpower Based on Actuals

4.4.1 General

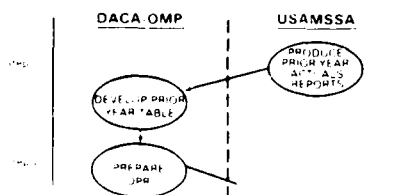
At the beginning of each annual programing and budgeting cycle, the data in the P/BS must be updated with the latest available information. The update is performed based on the actual experience of the prior year. The documentation of the prior year actuals is discussed in paragraph 4.3. Following the update of the prior year with actual costs, the current and future years are recosted. This paragraph will discuss the recosting of the current and future years based on the prior year actuals base.

The entire process is shown in the flow chart, Figure 4.4.1.

4.4.2 Development of Cost Factor Table

Step 1 The reports generated by documenting the prior year actuals are used to develop a table of prior year cost factors which are recorded on an ADP transcript sheet shown in Figure 4.4.2.

- a. The Civilian Personnel Costs, Basic Level Appropriation Workpapers (RK5_501) and Basic Level FNSA Appropriation Workpapers (RK5_505) are used to develop the values recorded in the table. Examples of these reports are found in Part III, Section 2.



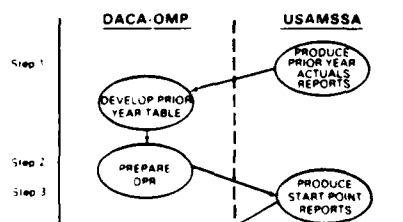
- b. The two-digit Appropriation Category (APCAT) codes used in the table are listed in Appendix F of Volume I of the FORDIMS User's Guide. For convenience, those APCATs that have civilian personnel costs are listed

in Part I, Table 7.5. The Appropriation Workpapers reports show civilian types by description. Use Part I, Table 7.1 to convert the descriptions to numerical CTYPEs.

- c. For each APCAT level and CTYPE, record the dollar figure found in the "AVG YEARLY SALARY" (AYSAL) field of the AYSAL field on the ADP transcript sheet (Figure 4.4.2). The entries in all fields of the ADP transcript sheet are right justified with leading zeros used to fill all columns of the field. Record in the Overtime Percentage Factor (OTPER) field of the ADP transcript sheet the percentage listed in the "PER. = OT TO OC11\$" field of the RK5_501 report. In the Former Employee Percentage Factor (FEPER) field of the ADP transcript sheet record the percentage figure found in the "PER. = FECMP/OC11\$" field of the RK5_505 report. In the Severance Pay Percentage Factor (SVPER) field of the ADP transcript sheet, record the percentage figure found in the "PER. = FNSA/OC11\$" field of the RK5_505 report. This process is continued until all CTYPEs listed for each appropriation in the appropriation work papers are recorded on the ADP transcript sheet.

4.4.3 Production of Reports

Step 2 A DPR requesting that the file be recosted based on the prior



year actuals is written by DACA-OMP and forwarded to USAMSSA. The DPR contains specific instructions for running preliminary reports that will be used to verify the accuracy of the update. A P/BS Action

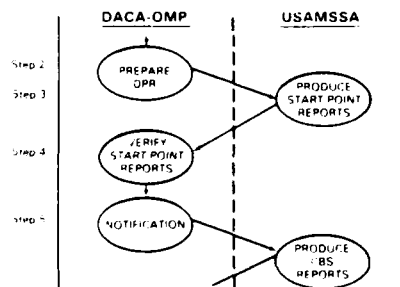
Header File coding sheet will also be included with the DPR. This header file coding sheet provides the ACTNO and header information for the live approval of the verified recosted file. The final attachment to the DPR will be the table of prior year cost factors developed in Step 1 above. The detailed instructions accompanying the DPR provide for production of reports that are used to verify the start point and the execution of the recosting process. An example of a DPR with appropriate instructions is shown in Figure 4.4.3.

4.4.4 Verification Process

Step 3 USAMSSA will produce the OP-8, 8A, and 10 reports listed in the DPR using the designated position as the start point. This position will be identified in the DPR. In the example, the start point was identified as the approved position representing the last POM. This start point may vary.

Step 4 The reports produced by USAMSSA will be compared with reports reflecting the last known live approved position to ensure the integrity of the file. The numbers for ES total, FTP, MY

and total compensation on the TOTAL CIVILIAN PERSONNEL line under TOTAL MILITARY FUNCTION category in the newest report will be compared with the same line in the last correct report on file in DACA-OMP to verify the accuracy of the start point. If discrepancies are found in the start point reports, the differences will

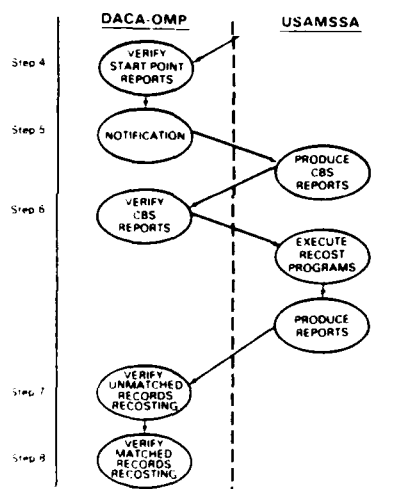


be investigated. The file will be corrected and new reports will be produced.

Step 5 Upon verification of the start point reports, USAMSSA rolls the information into the CBS file and produces the OP-8, 8A, and 10 reports that should correspond with the P/BS reports described in Step 4. The verification of the CBS reports is performed by checking that field entries for Total Military Functions listed in the CBS generated reports agree with the identical lines in the P/BS generated reports.

Step 6 After the roll back to CBS is verified, USAMSSA executes the RECOST(FY) program and produces the reports required by the DPR, which are normally the OP-8, 8A, and 10 (PQ020PX6),

Appropriation Workpapers (PQ0281XY), Appropriation Workpapers FNSA (PQ0287X6), and Audit Trail by ACTNO (PQ0274X6). Examples of these reports are in Figures 4.4.4, 4.4.5, 4.4.6 and 4.4.7, respectively. In addition, a report showing records not matched will be produced. The information in this report lists the records in previous reports for which no update information is available or vice-versa. An example of this report is in Figure 4.4.8.



4.4.4.1 Unmatched Records Procedure

Step 7 When records do not match, the recosting program must refer to the table submitted with the DPR. The verification process uses the values in the table to perform the operations described in paragraphs a through c below.

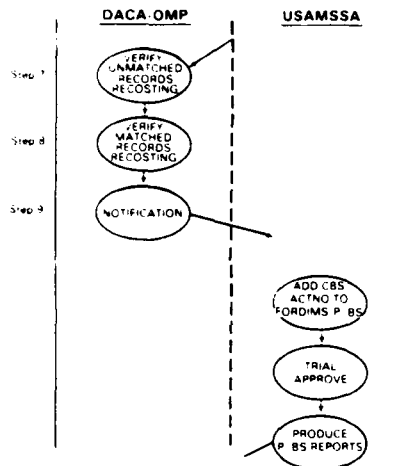
- a. Using the no-match report produced in Step 6 above, DACA-OMP reviews the table of prior year costs to ensure that data has been submitted for all no-match records. If not, DACA-OMP provides appropriate information to USAMSSA. Another set of reports is produced, including a no-match report. Revised information is provided until all no-match records have information with which to recost the records. When the table is complete, a complete set of reports is produced.
- b. The Appropriation Workpapers (regular and FNSA) reports produced as a result of paragraph a above are reviewed to verify that they are accurate. This is done by manually applying the prior year cost factors to the values in the verified CBS reports produced in Step 8 above. For example, the average yearly salary of a CTYPE 101 in appropriation 01 under a specific AMSCO and RCOMD is compared with the value of that CTYPE in the table of prior year cost factors. Then the total dollars listed in the "OC11" field for that same CTYPE in the appropriation work papers are multiplied by the BEPER value in the table of prior year costs and the result compared with the dollar value listed for that CTYPE in the "OC12" field of the appropriation work papers. The two numbers should be the same within rounding differences. This process is repeated for a number of different CTYPEs in different AMSCO and RCOMD in each appropriation.
- c. If the verification procedures in paragraph b above indicate an error, the problem is investigated. As dictated by the results of the investigation, correct data is inserted in the program or other action taken and new reports run for verification. This step is repeated until accurate reports are produced.

4.4.4.2 Matched Records Procedure

Step 8

A matched record is one in which the APCAT, CTYPE and average daily salary for the prior year is the same as for the recosted year. For the purposes of this discussion the

"prior year report" refers to the verified CBS reports discussed in Step 5; an example page is shown in Figure 4.4.9. The "recosted report" refers to the CBS report or reports produced as a result of executing the recost program discussed in Step 6; an example page is shown in Figure 4.4.10. The verification process is performed by selecting a specific



line in the prior year report and performing the operations described below. The results should be the same as the values printed on the recosted reports for the same line (i.e., same APCAT, AMSCO, RCOMD and CTYPE). The process is repeated for a number of lines (other APCAT and AMSCO) until it is clear that the recosting has been performed correctly.

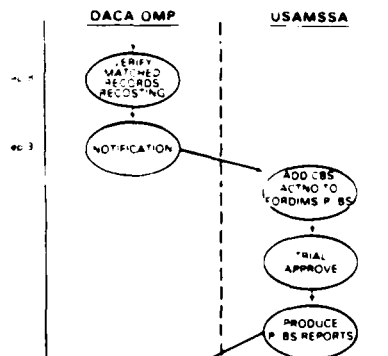
- a. The average daily salary (ADSAL) found in the "AVG DAILY SALARY" field of the prior year report is multiplied by the number of workdays in the year for which the recosting has been performed. The result is the average yearly salary (AYSAL) before recosting.
- b. Multiply the AYSAL before recosting times the WY listed on the recosted report to determine BCOMP.
- c. OTIME dollars are determined by multiplying BCOMP by the OTPER listed in the "PER. = OT TO OC11\$" field

of the recosted report. The results in overtime dollars should equal the figure in the "OVERTIME" field of the recosted report for that same line.

- d. Determine BBENE by multiplying BCOMP by the benefit percent factor (BEPER) listed in the $PER. = OC12/OC11\$$ field of the recosted report for that line. The results should equal the number listed in the "OC12" field of the recosted report for that same line.
- e. Former employees compensation (FECMP) is determined by multiplying the FEPER factor found in the $PER. = FECMP/OC11\$$ field of the FNSA recosted report by BCOMP. The result should equal the number found in the "OC11" field of the FNSA recosted report.
- f. Severance pay (SVPAY) dollars are determined by multiplying the SVPAY found in the $PER. = FNSA/OC11\$$ field of the NSA recosted report by BCOMP. The result should equal the number listed in the "OC12" field of the FNSA recosted report for that line.
- g. Divide BCOMP by the manyears to get the new AYSAL after recosting. The result should equal the number in the "AVG YEARLY SALARY" field of the recosted reports for that same line.
- h. The ADSAL is determined by dividing the new AYSAL by the number of workdays for the year. The result should equal the number listed in the "AVG DAILY SALARY" field of the recosted report for that same line.

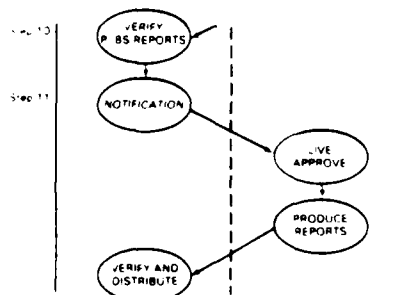
4.4.5 Live Approval of Recosted Program

Step 9 When the CBS reports are verified, USAMSSA is notified to add



the ACTNOs generated by CBS into P/BS in an unapproved status, perform a trial approval and produce the required reports (listed in DPR) for verification.

Step 10 The P/BS trial approved position reports are compared with the verified CBS reports to ensure that the P/BS reports are



correct. This verification is accomplished by verifying that the data for a specific CTYPE within a given appropriation, AMSCO, and RCOMD in the P/BS reports agree with the data for the same CTYPE, appropriation, AMSCO and RCOMD in the CBS reports.

Step 11 Upon verification of trial approved position, USAMSSA is notified to live approve the recosted ACTNO and produce the same reports from the live approved position. These reports are verified for accuracy as described in Step 10 above prior to disseminating the reports.

ACTION: Recosting of Manpower Based on Actuals

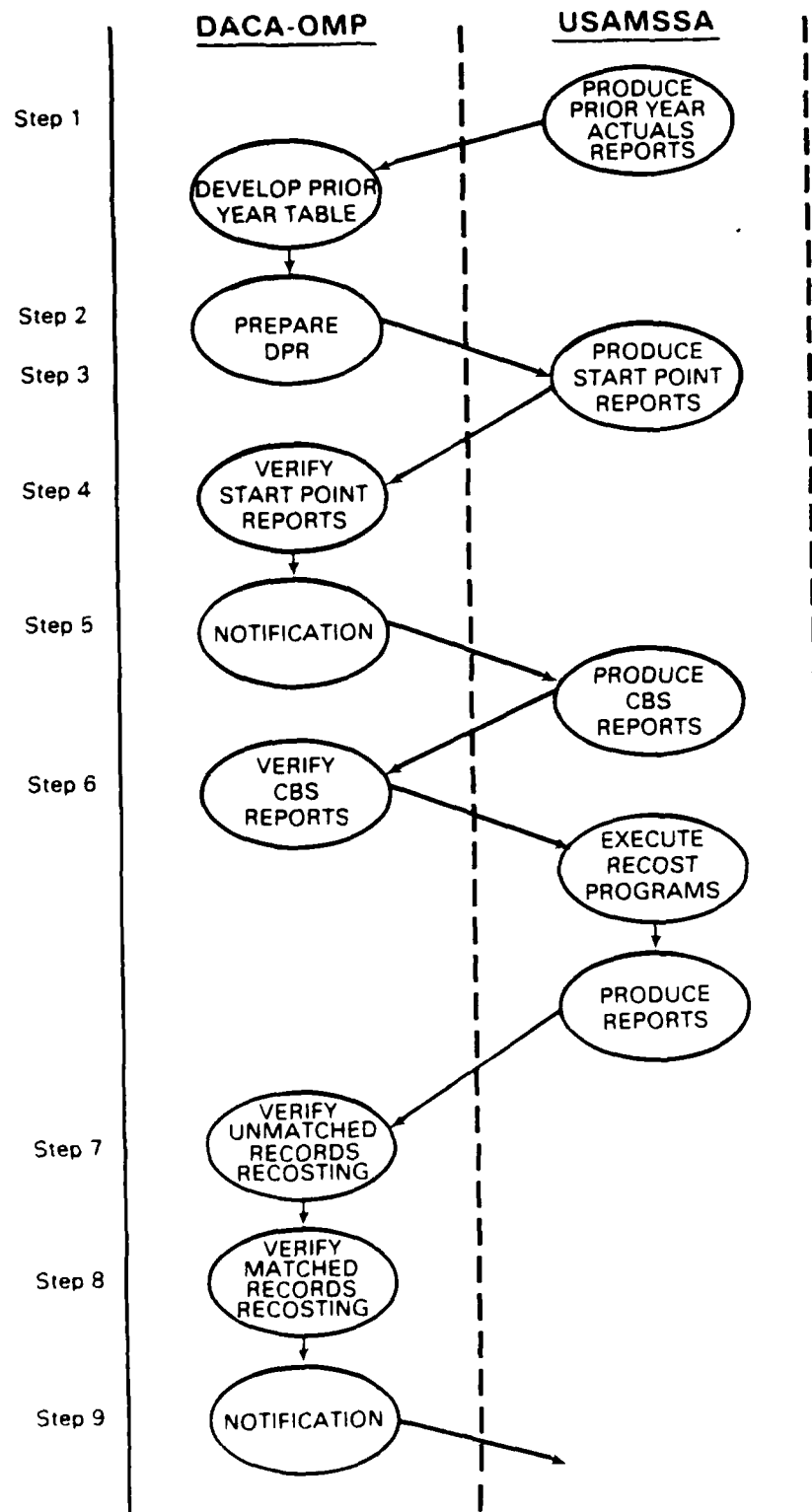


Figure 4.4.1. Recosting of Manpower Based on Actuals Flow Chart

**ACTION: Recosting of Manpower Based on Actuals
(Continued)**

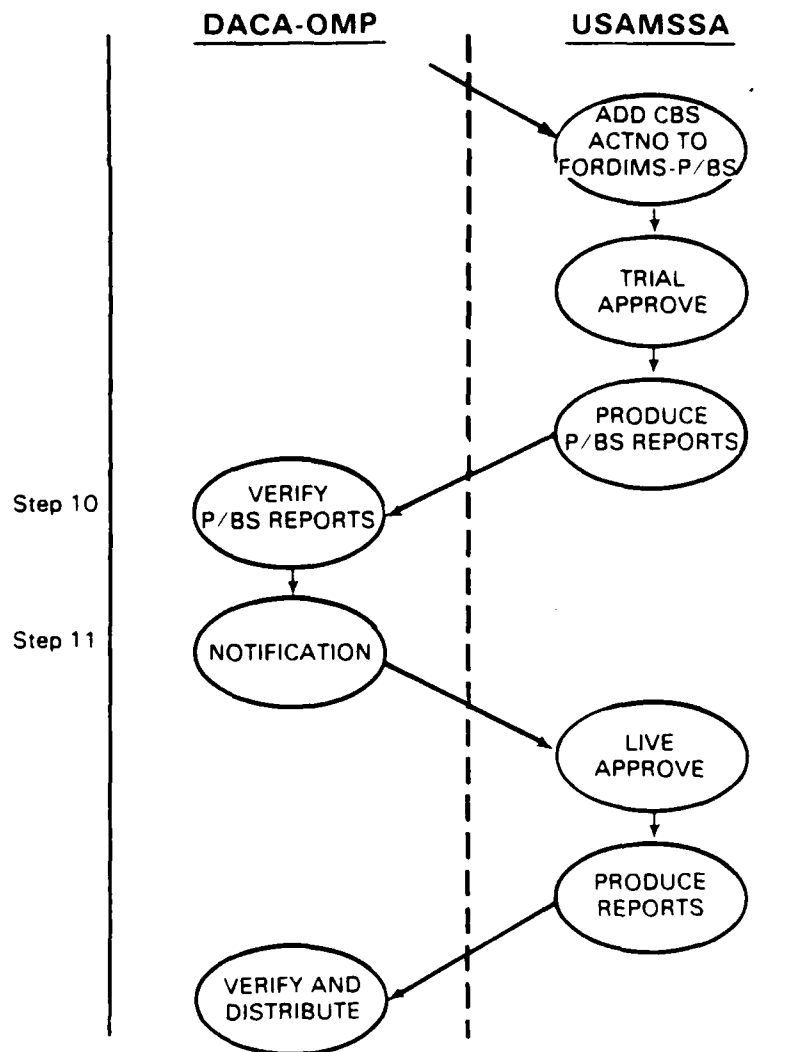



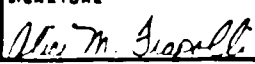
Figure 4.4.1 (Cont.). Recosting of Manpower Based on Actuals Flow Chart

APCHT					CTYPE					HYSAL					BLANK					DTNEN					BLANK					BOPEN					BLANK					FOPEN					BLANK					SVPER				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42													
C1	101												19589							0162						1133						0007						0000																
	102												20338							0280						1043						0000						0000																
	103												14823							0318						1367						0029						0000																
	104												11550							0453						1359						0000						0000																
	105												7520							0131						2049						0001						1095																
	109												16757							0135						3743						2930						0007																
	110												17543							0143						2485						0000						0000																
	111												0							0000						0000						0000						0000																
	118												13800							0091						0802						0001						0000																
	119												0							0000						0000						0000						0000																
	120												15616							0282						0744						0000						0000																
	121												58626							0000						0908						0000						0000																
	122												42561							0034						1075						0000																						
	201												18180							0000						0000						0000																						
	202												0							0000						0000						0000						0000																
	205												18819							0000						0000						0000						2147																
	206												24600							0000						0000						0000						0000																
	106												6729							0000						0000						0000						0000																
	2101												17624							0120						1298												0000																
	102												20144							0087						1089																												
	103												0							0000						0000																												
	104												11132							0000						0909																												
	105												15130							0101						2096																												
	109												11115							0074						5746																												

5065-122

ADP TRANSCRIPT SHEET

Figure 4.4.2. ADP Transcript Sheet

DATA PROCESSING REQUEST (DPR)		DATE 30 April 1984	REPORTS CONTROL SYMBOL -
For use of this form, see DA MEMO 18-4: the proponent agency is OCSA.		REQUEST NUMBER TB-0036-84	PRIORITY
TO: USAMSSA ATTN: Mr. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM P/BS - FORDIMS, CBS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Recost the Civilian Manpower Program based on FY 83 Actuals			
FREQUENCY <input type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION Secret	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) P/BS-FORDIMS FY 83-90 (Live File) CBS FY83-90			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See Attached instructions for processing recosting of the FY 86 Budget based on FY 83 Actuals.			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE 4 May 1984	
Output: See Encl 1. Contact: Mrs. Rogers/77669 Deliver: Call when ready			
REQUESTING AUTHORITY		REQUESTING AGENCY DATA AUTOMATION COORDINATOR	
TYPED NAME, RA, GRADE, TITLE & TELEPHONE NO./EXT.		TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT.	
Mrs. Jean S. Rogers/77669		Ms. Alice Frapolli/50315	
SIGNATURE 		SIGNATURE 	

DAS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE

Figure 4.4.3. Recosting DPR (Prior Year Actuals)

INSTRUCTIONS TO RECAST THE FY 86 BUDGET BASED ON FY 83 ACTUALS
FOR THE CIVILIAN MANPOWER PROGRAM

1. The following steps will be followed to complete recosting:

a. Identify the start point as the live approved position representing the FY 86 - FY 90 POM. (This start point may be moved up based on when the data will be available from DAPE-MBA.)

b. Produce the following reports for verification of start point:

- 1) OP-8, 8A, 10 (RK5B521Y)
- 2) Appropriation Workpapers (RK5B501Y)
- 3) Appropriation Workpapers FNSA (RK5B505Y)
- 4) All Appropriations by PDIP and FY (RKPDIP4J)

2. Upon verification of the start point position in the TC file role back the TC file to the Civilian Budgeting System (CBS) for processing recosting steps. Produce the OP-8, 8A, 10 (PQ020PX6) for verification.

3. Upon verification run the program ID RECAST84 with revision so that all fiscal years are processed the same. Produce the following reports for verification:

- a. OP-8, 8A, 10 (PQ020PX6)
- b. Appropriation Workpapers (PQ0281XY)
- c. Appropriation Workpapers FNSA
- d. Audit Trail by ACTNO (PQ074X6)

Figure 4.4.3 (Cont.). Recosting DPR (Prior Year Actuals)

After the first run of RECOST84 a listing of records not matched will be generated. A table will be provided by DACA-OMP to insure all records are matched. This table is based on FY 1983 actual cost factors (Encl 3). RECOST84 will be run and the above mentioned reports generated for verification. This process will be repeated as required. The reports identified in para 2. above will be rerun as necessary.

4. Upon verification of the recosted position in CBS the ACTNO 848000 will be added to the unapproved status of P/BS - FORLIMS. This ACTNO will be trial and live approved to P/BS - FORDIMS and the OP-8, 8A, 10 (RKS521Y) will be run for verification.

5. Enclosure 2 provides header information for ACTNO 848000.

Encl 1

Figure 4.4.2 (Cont.). Recosting DPB (Prior Year Actual)

PBS ACTION SHEET - COA
HEADER FILE

Data entered (date)
Entered by (initials)

Transfer from (change)

1. Add

2. Change

3. Remove

4. Change header data

FIELD GUIDANCE/AUTHORITY		ACTION		ACTION		ACTION		ACTION	
DATE	DESCRIPTION	DATE	DESCRIPTION	DATE	DESCRIPTION	DATE	DESCRIPTION	DATE	DESCRIPTION
01/01/80	1. Add	01/01/80	1. Add	01/01/80	1. Add	01/01/80	1. Add	01/01/80	1. Add
01/01/80	2. Change	01/01/80	2. Change	01/01/80	2. Change	01/01/80	2. Change	01/01/80	2. Change
01/01/80	3. Remove	01/01/80	3. Remove	01/01/80	3. Remove	01/01/80	3. Remove	01/01/80	3. Remove
01/01/80	4. Change header data	01/01/80	4. Change header data	01/01/80	4. Change header data	01/01/80	4. Change header data	01/01/80	4. Change header data

Encl 2

Figure 4.4.3 (Cont.). Recosting DPR (Prior Year Actuals)

DEPARTMENT OF THE ARMY
FY 85 MAY POM
ANALYSIS OF CIVILIAN PERSONNEL COSTS
(DOLLARS IN THOUSANDS)

	FY 1984			OVERTIME +		TOTAL		04/29/84	
	BEGIN	END	FULL	MAN-	BASIC	HOLIDAY PAY	COMPENSATION	BENEFITS	TOTAL
	STRENGTH	STRENGTH	TIME	YEARS	COMP	OC 116	OC 116	OC 126	COMPENSATION
	TOTAL	TOTAL	PERM						+ BENEFITS
TOTAL MILITARY FUNCTION									
1. DIRECT HIRE									
A. U.S. EMPLOYEES									
(1) SENIOR EXECUTIVE	360	345	345	363	21571	15	21586	2080	23666
					59,424		59,465	0,036	65,195
(2) GENERAL MERIT PAY	11714	11654	11654	11635	500445	2366	502831	59375	562206
					43,012		43,217	0,110	48,320
(3) GENERAL SCHEDULE	227103	212507	212507	225110	4025221	113396	4938617	604337	5542954
					21,434		21,938	0,125	24,423
(4) WAGE BOARD	87164	84427	84427	88099	1907029	78789	1987818	230261	2228079
					21,669		22,563	0,124	25,267
(5) SUBTOTAL U.S.	326341	308933	308933	325207	7256266	194536	7450852	904053	8354965
B. FOREIGN NATIONALS	15701	2993	2993	15937	153274	3654	156928	30492	167420
					9,617		9,846	0,198	11,760
C. TOTAL DIRECT HIRE	342042	311923	311923	341144	7409540	198240	7607780	934545	8542325
D. DISADVANTAGED EMPL.	0	0	0	0	0	0	0	0	0
2. INDIRECT HIRE	57946	0	0	57084	805482	0	805482	0	805482
					14,110		14,110	0,000	14,110
3. BENEFITS FOR FORMER EMPL.	0	0	0	0	0	0	0	0	0
A. FUSA	0	0	0	0	0	0	0	0	0
B. ALL OTHER (OC 136)	0	0	0	0	0	0	0	0	0
4. TOTAL CIVILIAN PERSONNEL	399988	311923	311923	398228	8215022	198240	8413262	934545	9369408
OPERATION & MAINT ARMY									
1. DIRECT HIRE									
A. U.S. EMPLOYEES									
(1) SENIOR EXECUTIVE	205	197	197	206	13640	0	13640	1272	14912
					66,213		66,213	0,093	72,306
(2) GENERAL MERIT PAY	6629	6576	6576	6531	295835	1199	297034	35707	332741
					45,297		45,480	0,120	50,947
(3) GENERAL SCHEDULE	148325	134173	134173	146054	2955056	55614	3010670	376158	3386828
					20,232		20,613	0,127	23,188
(4) WAGE BOARD	34376	31855	31855	34995	738973	22867	761860	89039	850579
					21,116		21,769	0,120	24,314
(5) SUBTOTAL U.S.	189335	172801	172801	187786	4003504	79680	4003184	502176	4585360
B. FOREIGN NATIONALS	14857	2684	2684	15092	140364	3259	143623	28848	172471
					9,300		9,516	0,205	11,427
C. TOTAL DIRECT HIRE	204392	175485	175485	202878	4143368	82939	4226807	531024	4757831
D. DISADVANTAGED EMPL.	0	0	0	0	0	0	0	0	0
2. INDIRECT HIRE	56185	0	0	55374	776794	0	776794	0	776794
					14,028		14,028	0,000	14,028
3. BENEFITS FOR FORMER EMPL.	0	0	0	0	0	0	0	0	0
A. FUSA	0	0	0	0	0	0	0	0	0
B. ALL OTHER (OC 136)	0	0	0	0	0	0	0	0	0
4. TOTAL CIVILIAN PERSONNEL	260577	175485	175485	258252	4920662	82939	5003601	531024	5554992

EXHIBIT OP-8

Figure 4.4.4. OP-8 (P0020PX6)

DEPARTMENT OF THE ARMY										PAGE NUM - 0341	
FY 85 BUDGET ESTIMATES											
ANALYSIS OF CIVILIAN PERSONNEL COSTS (\$ IN THOUSANDS)											
YEAR BEING PROCESSED - 1984											
--- STRENGTHS ---											
END	F1P	MAH	OC 11	OVERTIME	OC 12	TOTAL		AVG		PER.= PER.=	
		YEARS	(\$)	(\$)	(\$)	(#)	(#)	DAILY	OC12/ OT TO YEARLY	SALARY	OC11# OC11# SALARY
DIRECT HIRE											
APPROPRIATION/PROGRAM/SUB-											
PROGRAM/AMSCO/MAHX COMMAND											
SUB AMSCO=395894M0000	11	11	11	227	5	29	261	79.37	.1277	.0220	20636
GRADED US CITIZENS	11	11	11	227	5	29	261				
SUB AMSCO TOTAL											
AMSCO=39589400000	11	11	11	227	5	29	261	79.37	.1277	.0220	20636
GRADED US CITIZENS	11	11	11	227	5	29	261				
AMSCO TOTAL											
925 VH VINT HILL FARM	10	10	10	372	7	40	427	79.52	.1290	.0200	20675
GRADED US CITIZENS	3	3	3	62	2	7	71	80.07	.1191	.0315	20820
MAHE GRADE US CITIZENS	21	21	21	434	9	55	490				
COMMAND TOTAL											
SUB AMSCO=395896B0000	10	10	10	372	7	40	427	79.40	.1290	.0160	20666
GRADED US CITIZENS	3	3	3	62	2	7	71	79.40	.1129	.0322	20666
MAHE GRADE US CITIZENS	21	21	21	434	9	55	490				
SUB AMSCO TOTAL											
925 VH VINT HILL FARM	6	6	6	124	2	16	142	79.52	.1290	.0200	20675
GRADED US CITIZENS	9	9	9	167	6	22	215	80.07	.1191	.0315	20820
MAHE GRADE US CITIZENS	15	15	15	311	8	30	357				
COMMAND TOTAL											
SUB AMSCO=39589600000	6	6	6	124	2	16	142	79.40	.1290	.0161	20666
GRADED US CITIZENS	9	9	9	167	6	22	215	79.91	.1176	.0320	20777
MAHE GRADE US CITIZENS	15	15	15	311	8	30	357				
SUB AMSCO TOTAL											
925 VH VINT HILL FARM	47	47	46	951	19	123	1093	79.52	.1290	.0200	20675
GRADED US CITIZENS	2	2	2	90	0	11	101	172.47	.1196	.0036	44644
GENERAL MERIT PAY	49	49	48	1041	19	134	1194				
COMMAND TOTAL											

Figure 4.4.5. Appropriation Workpapers (P00281XY)

DEPARTMENT OF THE ARMY
FY 85 BUDGET ESTIMATES
ANALYSIS OF CIVILIAN PERSONNEL COSTS

RUN DATE - 29 APR 84

DIRECT HIRE APPROPRIATION/PROGRAM/SUB- PROGRAM/AMSCO/MAKX COMMAND	YEAR BEING PROCESSED- 1984			COSTS (\$) IN THOUSANDS			PER. = PER. = AVG		
	STRENGTHS	FTP	MAN	OC 11	OC 12	TOTAL	AVG	PER. =	AVG
	END		YEARS	(#)	(#)	(#)	DAILY	OC12/ OT TO YEARLY	SALARY
894 77 USEUCOM	0	0	1	1	0	0	1	79.52	.1290 .0200 20675
GRADED US CITIZENS	0	0	1	1	0	0	1		
COMMAND TOTAL									
AMSCO-20111700000	0	0	1	1	0	0	1	3.84	.0000 .0000 1000
GRADED US CITIZENS	0	0	1	1	0	0	1		
AMSCO TOTAL									
300 EU USAREUR	0	0	8	5	0	0	5	79.52	.1290 .0200 20675
GRADED US CITIZENS	0	0	8	5	0	0	5		
COMMAND TOTAL									
AMSCO-20231100000	0	0	8	5	0	0	5	2.40	.0000 .0000 625
GRADED US CITIZENS	0	0	8	5	0	0	5		
AMSCO TOTAL									
300 EU USAREUR	0	0	36	0	0	18	18	46.77	.2662 .0129 12161
OTHER DIRECT HIRE	0	0	36	0	0	18	18		
COMMAND TOTAL									
AMSCO-20231800000	0	0	36	0	0	18	18	0.00	.0000 .0000 0
OTHER DIRECT HIRE	0	0	36	0	0	18	18		
AMSCO TOTAL									
300 EU USAREUR	0	0	153	137	0	14	151	40.87	.4244 .0103 10627
ITALIANS	0	0	153	137	0	14	151		
COMMAND TOTAL									

Figure 4.4.6. Appropriation Workpapers FNSA (P00287X6)

04/29/84

AUDIT TRAIL BY TRANSACTION

AUDIT TRAIL REPORT IN FTEAR-TRIUM-APCAT SEQUENCE															
FY	TRIM	APCAT	PGM	SB	AMSCO	CMD	ETEC	AUTHR	EDSIR	FPERM	NYEAR	BCUMP	OTIME	BUENE	TOTAL
84	840005	OMA	02		20111300000	77	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20111300000	77	DOD	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20111300000	77	IGH	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20111300000	77				0	0	0	0	0	0
84	840005	OMA	02		20111300000	77	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20111700000	77				0	0	0	0	0	0
84	840005	OMA	02		20111700000	77	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20111700000	77				0	0	0	0	0	0
84	840005	OMA	02		20139000000	77	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20139000000	77				0	0	0	0	0	0
84	840005	OMA	02		20139000000	75	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20159000000	75				0	0	0	0	0	0
84	840005	OMA	02		20159000000	FC	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20193000000	FC				0	0	0	0	0	0
84	840005	OMA	02		20219300000		DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20231100000	EU				0	0	0	0	0	0
84	840005	OMA	02		20231100000	EU				0	0	0	0	0	0
84	840005	OMA	02		20231100000	CC	IGH	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20231600000	CC				0	0	0	0	0	0
84	840005	OMA	02		20231600000	EU	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20231600000	EU	DOD	FY 84	PATRAISE	0	0	16	0	0	21
84	840005	OMA	02		20231600000	EU	DDE	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20231600000	EU	DGM	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20231600000	EU	IGH	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20231600000	EU	IOI	FY 84	PATRAISE	0	0	2771	0	0	2771
84	840005	OMA	02		20231600000	EU				0	0	31	0	0	31
84	840005	OMA	02		20231600000	EU				0	0	2610	0	0	2623
84	840005	OMA	02		20231600000	EU				0	0	2618	0	0	2623
84	840005	OMA	02		20239100000	AS	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20239100000	AS	DGM	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20239100000	AS	IGH	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20239100000	AS				0	0	0	0	0	0
84	840005	OMA	02		20239100000	EU	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20239100000	EU	DDE	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20239100000	EU	DGM	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20239100000	EU	IGH	FY 84	PATRAISE	0	0	5	0	0	5
84	840005	OMA	02		20239100000	EU				0	0	5	0	0	5
84	840005	OMA	02		20239100000	EU				0	0	5	0	0	5
84	840005	OMA	02		20239200000	EU	DCL	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20239200000	EU	DDE	FY 84	PATRAISE	0	0	0	0	0	0
84	840005	OMA	02		20239200000	EU	IGH	FY 84	PATRAISE	0	0	17	0	0	17
84	840005	OMA	02		20239200000	EU				0	0	17	0	0	17
84	840005	OMA	02		20239200000	EU				0	0	17	0	0	17

Figure 4.4.7. Audit Trail by ACTNO (PQ0274X6)

PAGE 00001

[illegible]

Figure 4.4.8. "No Match" Report

DEPARTMENT OF THE ARMY										PAGE INM - 0864	
FY 85 BUDGET ESTIMATES											
ANALYSIS OF CIVILIAN PERSONNEL COSTS											
LOSSES (\$) IN THOUSANDS											
YEAR BEING PROCESSED - 1985											
DIRECT HIRE											
APPROPRIATION FROM ARMY SUB-											
PROGRAM ARIED HENS COMMAND											
STRENGTHS											
END	FIP	REAS	OC 11	OVERTIME	OC 12	TOTAL		AVG	PER. =	PER. =	AVG
			(S)	(S)	(S)	(S)	(S)	DAILY	OC12/ OI	OC12/ OI	YEARLY
								SALARY	SALARY	SALARY	SALARY
ANSCO-5399450000											
GRADED US CITIZENS											
58	59	67	1106	15	13	1255	63.24	.1211	.0135	.0135	16507
24	24	27	630	7	72	709	89.39	.1142	.0111	.0111	23333
82	82	94	1736	22	106	1964					
ANSCO TOTAL											
913 CS OCSA(DEFARTMENTAL)											
GRADED US CITIZENS											
41	41	40	932	3	100	1035	89.24	.1068	.0031	.0031	23272
12	12	12	525	0	54	579	167.62	.1029	.0000	.0000	43750
53	53	52	1457	3	154	1614					
COMMAND TOTAL											
SUB ANSCO=53999910000											
GRADED US CITIZENS											
41	41	40	932	3	102	1035	89.27	.1072	.0032	.0032	23300
12	12	12	525	0	54	579	167.62	.1028	.0300	.0300	43750
53	53	52	1457	3	154	1614					
SUB ANSCO TOTAL											
276 FC FORSCOM											
GRADED US CITIZENS											
237	237	287	5683	59	622	6343	75.87	.1095	.0102	.0102	19802
237	237	237	5683	58	622	6363					
COMMAND TOTAL											
SUB ANSCO=53999921000											
GRADED US CITIZENS											
237	237	287	5683	58	622	6363	75.96	.1094	.0102	.0102	19801
237	237	287	5683	59	622	6363					
SUB ANSCO TOTAL											
276 FC FORSCOM											
GRADED US CITIZENS											
208	208	207	3399	40	437	4426	72.17	.1248	.0102	.0102	16836
209	209	207	3899	40	427	4426					
COMMAND TOTAL											

Figure 4.4.9. Before Recosting Report

DEPARTMENT OF THE ARMY FY 85 BUDGET ESTIMATES ANALYSIS OF CIVILIAN PERSONNEL COSTS										PAGE NAME - 0804	
COSTS (\$) IN THOUSANDS											
YEAR BEING PROCESSED - 1985											
DIRECT HIRE											
APPROPRIATION PROGRAM: SUB											
PROCRAIN: ANISCO: MANX: COMBAND											
STIPENDIUMS											
END											
FTP											
YEARS											
OC 11											
OVERTIME											
OC 12											
TOTAL											
(\$)											
AVERAGE											
DAILY											
SALARY											
PERCENTAGE											
OC12/OT TO YEARLY											
SALARY											
OC11% OC12% SALARY											
ANISCO: 51992500000											
GRADED US CITIZENS											
WAGE GRADE US CITIZENS											
ANISCO TOTAL											
913 CS OCSA(DEPARTMENTAL)											
GRADED US CITIZENS											
GENERAL MERIT PAY											
COMBAND TOTAL											
SUB ANISCO: 51992610000											
GRADED US CITIZENS											
GENERAL MERIT PAY											
SUB ANISCO TOTAL											
276 FC FORSCOM											
GRADED US CITIZENS											
COMBAND TOTAL											
SUB ANISCO: 51992821000											
GRADED US CITIZENS											
SUB ANISCO TOTAL											
276 FC FORSCOM											
GRADED US CITIZENS											
COMBAND TOTAL											

Figure 4.4.10. After Recosting Report

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4.5 Program Performance and Budget Execution Review System (PPBERS)

4.5.1 General

The PPBERS is a quarterly review by the ARSTAF designed to evaluate designated areas of performance. The review is organized and scheduled by the PBC. ARSTAF analyses of selected topics are presented in turn to the PBC, co-chaired by the DPAE and DAB, and the SELCOM, co-chaired by the USA and VCSA. DACA-OMP is tasked to provide to the PPBERS an analysis of civilian personnel workyear utilization or other issues relating to civilian manpower dollar resources.

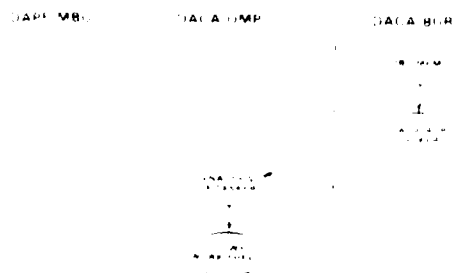
By direction of the VCSA, PPBERS reviews must take place within forty-five (45) days after the close of each fiscal quarter. Since topics must first be briefed to the PBC, input is generally required within thirty days after the end of the fiscal quarter.

The DACA-OMP process for development and submission of PPBERS input is in the flow chart, Figure 4.5.1.

4.5.2 PBC Tasking

Step 1 Approximately thirty days prior to the end of each fiscal quarter the PBC, by memorandum, announces the schedule for the next review, topics to be covered and any special guidance (Figure 4.5.2). This tasker is processed within OCOA by

DACA-BUR, the office responsible for consolidating OCOA input. DACA-BUR provides a copy of the PBC Memo to DACA-OMP, providing its own internal suspense. There is no flexibility in these suspense dates.



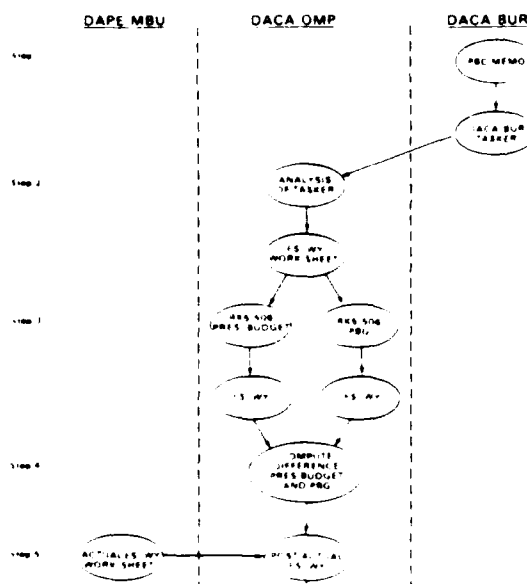
4.5.3 Preparation of Work Sheets

Step 2 The DACA-OMP analyst analyzes the tasker for special requirements and prepares work sheets preliminary to extracting and posting data for the PPBERS data displays. A separate work sheet is prepared for DH, IDH and total DH/IDH for the fiscal year ending with the reporting quarter (Figure 4.5.3). A work sheet is also prepared for posting monthly total DH/IDH (Figure 4.5.4).

4.5.4 Extracting and Posting Budget/Guidance Data

Step 3 With the work sheets prepared the analyst is ready to extract data from source documents and post it to the work sheets.

From the Civilian Personnel Costs, Basic Level Command Workpapers (RK5_506) supporting the President's budget, extract and post the total ES and MY data for each OPAGY. Use the CY data for the BY President's budget, i.e., for first quarter FY 84 show ES/MY from FY 84 RK5_506 Report for FY 85 President's budget. From the same report supporting the previous PBG following the President's budget, extract and post the ES and MY data for each OPAGY. An example of the RK5_506 Report is in Part III, Section 2.

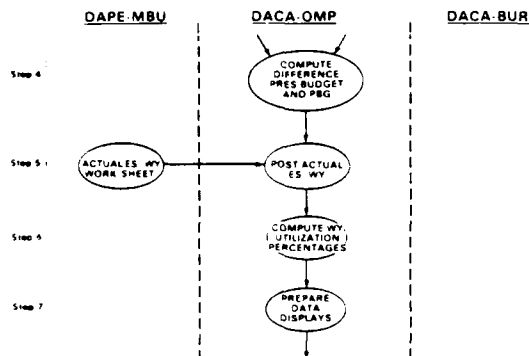


Step 4 Now compute the differences between the President's budget ES and MY and the PBG ES and MY for each OPAGY.

4.5.5 Extracting and Posting Actual Data

Step 5 Actual ES and WY data is provided by DAPE-MBU. For the first two months of each fiscal quarter actual ES by OPAGY is provided in the work sheet shown at Figure 4.5.5. For the last month of each fiscal quarter actual ES for the month and WY

for the quarter for each OPAGY is provided in the work sheet shown at Figure 4.5.5A. These data may be estimated if OPAGY reports are not received on time. Estimated data must be converted to actual data on subsequent reports. Extract the ES and WY data for each OPAGY and post these to the work sheet. You are now ready to compute WY utilization percentages.



4.5.6 Computing Workyear Utilization Percentages

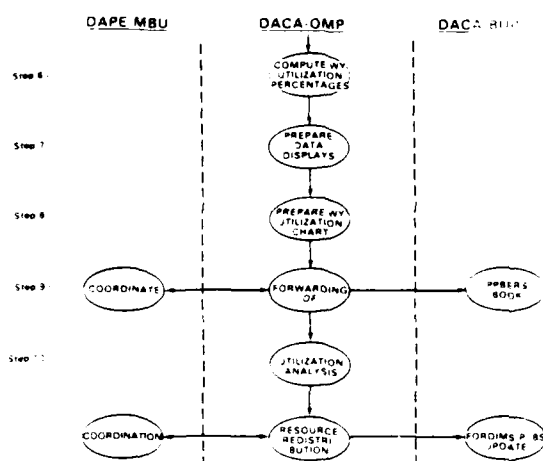
Step 6 Compute the percentage of actual WY to actual ES by dividing the actual WY by the actual ES. This gives the percent of actual WY utilized during the reporting period.

For the year-end report, instead of the WY utilization percentage above, compute the hire lag percentage (see Figure 4.5.6K). Add the actual ES as of 30 Sep of the FY being reported to the actual ES as of 30 Sep of the previous year and divided by 2. This gives the average ES for the FY being reported. Divide this figure into the actual WY as of 30 Sep of the FY being reported. This gives the hire lag percentage.

Compute the percentage of actual WY to the PBG WY by dividing the actual WY by the WY in the PBG column. This gives the percentage of the programed WY utilized for the year.

4.5.7 Preparing the PPBERS Data Displays

Step 7 After the data is coded the PPBERS data displays can be prepared. The formats are shown in the complete report packet, Figure 4.5.6, as follows:



- DH and IDH for reporting period (Figure 4.5.6D)
- DH for reporting period (Figure 4.5.6E)
- IDH for reporting period (Figure 4.5.6F)
- DH and IDH by month for the fiscal quarter just completed and the prior fiscal quarter (Figure 4.5.6G)
- Year-end reports (DH and IDH) for the prior FYs (Figures 4.5.6H to 4.5.6N)

Note: Prior reports are contained in the WANG.

4.5.8 Preparing the Civilian Workyear Utilization Chart

Step 8 The Civilian Workyear Utilization Chart (Figure 4.5.6B) is prepared to show trends and comparisons and to explain deviations from PBG. The information required is self explanatory.

4.5.9 Submitting the Input

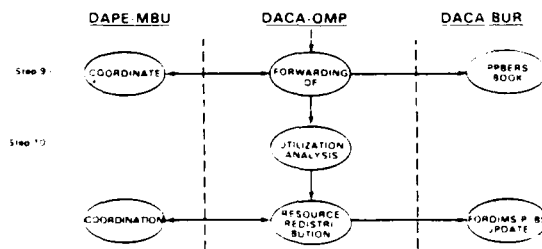
Step 9 The PPBERS input is assembled with the Civilian Workyear Utilization chart on top followed by the data presentation

displays in the sequence shown above (paragraph 4.5.7). A DF is prepared for the signature of the DOMA (Figure 4.5.6A) forwarding the packet to DACA-BUR. The DF and input is coordinated with DAPE-MBU and DAPE-MBC prior to submitting to the DOMA for signature. The completed packet is then forwarded to DACA-BUR for insertion into the PPBERS read-ahead. The data is continuously reviewed and updated until presentation to the PBC and SELCOM.

4.5.10 Analysis of the Data and FORDIMS-P/BS Update

Step 10 DACA-OMP action does not cease with the PPBERS input. The reports are analysed to identify commands over- or under-utilizing manpower as a basis for the redistribution of

resources. When such commands are identified, further analysis is conducted at the AMSCO level by CTYPE to identify the specific imbalance. New transactions may then be generated to reduce or add resources and update FORDIMS-P/BS accordingly.



**ACTION: Program Performance and Budget
Execution Review System (PPBERS)**

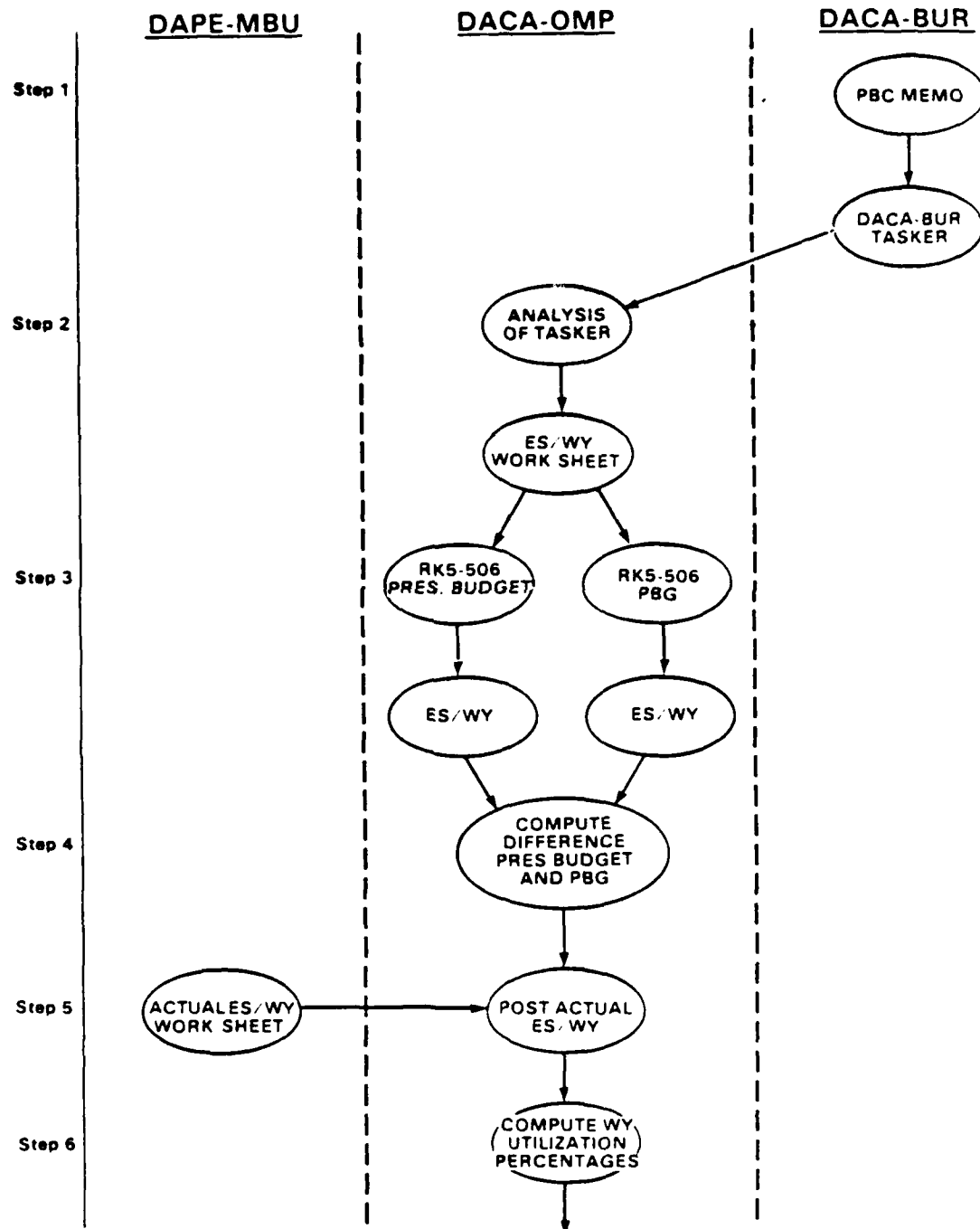


Figure 4.5.1. Program Performance and Budget Execution Review System (PPBERS) Flow Chart

**ACTION: Program Performance and Budget
Execution Review System (PPBERS)
(Continued)**

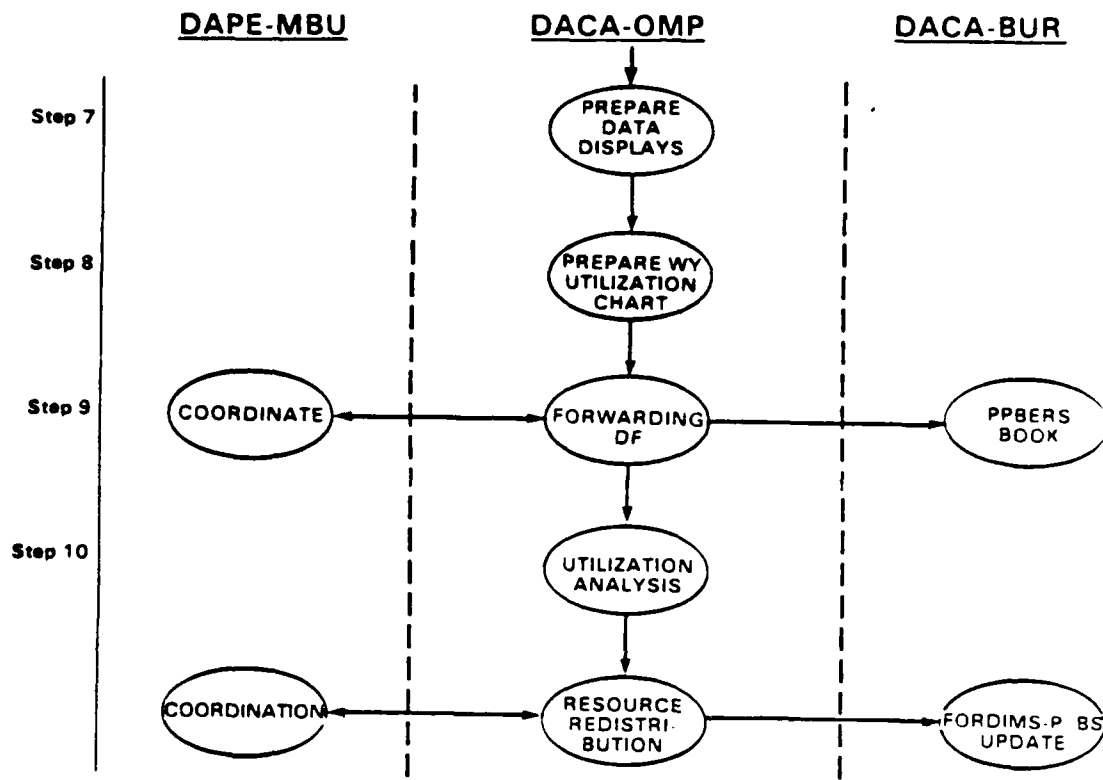


Figure 4.5.1 (Cont.). Program Performance and Budget Execution Review System (PPBERS) Flow Chart



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON, D.C. 20310

DACS-PBC
PBC MEMO 83- 402

S: 301200 Jan 1984
28 November 1983

MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: Program Performance and Budget Execution Review System - First
Quarter FY 1984 Review

1. The PBC will meet 0900-1200 hours, Friday, 3 February 1984. This memo provides guidance and suspense dates for conduct of the PPBERS PBC/SELCOM process.

a. Topics will be the same as covered at the last PPBERS PBC with additions and subtractions as required by PBC/SELCOM deliberations and the decisions of input staff agency principals as accepted by the staff management office for PPBERS: DACA-BUR.

b. All input to the PBC read-ahead will be submitted to Mr. Barry Cantor, DACA-BUR, Room 3B714, NLT 1200 hours, Monday, 30 January 1984. This read-ahead material will be ordered and organized on the afternoon of 30 January and delivered to the printer by COB. Therefore, no extensions can be granted for read-ahead input submission. The read-ahead will be distributed Wednesday, 1 February 1984.

2. The JOINT SELCOM will meet 1000-1200 hours, Monday, 13 February 1984. This will comply with the VCSA requirement that PPBERS SELCOMs occur forty-five days after the close of each fiscal quarter. Revised input for the SELCOM read-ahead will be submitted to DACA-BUR, NLT 1200 hours, Monday, 6 February 1984. As with the PBC read-ahead, it will be readied for the printer on the same day and distribution will be made on Wednesday, 8 February 1984.

3. All topics that go to the SELCOM must first be briefed to the PBC. No topic will be added to presentation between the PBC and the SELCOM unless specifically directed by the PBC and fully coordinated with all PBC principals. ~~The PBC and SELCOM presentations, because of the rigid time constraints involved, will be limited to the charts in the PPBERS read-ahead.~~

Figure 4.5.2. PBC Tasker

DACS-PBC
PBC Memo 83-402

4. New PPBERS topics will be considered for inclusion in the read-ahead if suggested NLT 10 January 1983.

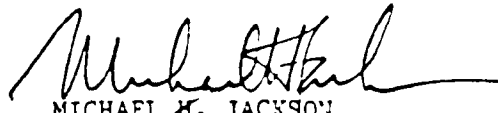
5. Formating guidance remains as developed and refined for the 4Q FY 82 PPBERS and amplified by PBC Memo 83-263, 4 Aug 1983, paragraph 2. Header sheets and supplementary charts and/or displays should be avoided unless absolutely needed.

6. The Fourth Quarter PPBERS SELCOM which met on 14 November 1983, generated a large number of recommendations and directed actions. These requirements are currently being staffed by the SELCOM Secretary and final minutes should be available through the SELCOM Secretary LTC Lamar Murphy, X74460 early in December 1983. Items directed by the SELCOM should be included in the first Quarter PPBERS PBC & SELCOM read aheads.

7. First quarter FY 1984 marks the beginning of the third year in which PPBERS has contributed to the Department of Army evaluation process. At the conclusion of the last SELCOM LTC Brown, Director of the Army Staff, volunteered high praise for its quality. Indicating an awareness for the hard work that goes into each PPBERS presentation, he stated that he has never seen a better "R&A Type" briefing. Both the current and the previous Vice Chiefs of Staff and the current Undersecretary of the Army have complimented the ARSTAF on the concept and execution of PPBERS briefings. The credit for the accomplishments of PPBERS rests largely with the various staff agencies that contribute input to PPBERS reviews. The challenge for PPBERS in 1984 is to increase PPBERS usefulness by improving the scope and the quality of displays and the meaningfulness of presentations.

8. Further questions, comments, and concerns can be addressed to DACA-BUR, Mr. Barry Cantor, Room 3B714, X70757.

FOR THE CHAIRMEN OF THE PROGRAM AND BUDGET COMMITTEE:


MICHAEL H. JACKSON
Major, GS
Executive for Budgeting, PBC

Mr. Cantor/70757

FY 1984
Civilian Nonpower
Direct Hire

	FY 84 Col FY 85 word ES	FY 84 POG ES	FY 84 POG MY	Difference ES	Actual As of 3 Dec 83 ES	Actual MY	%	Budget MY	Performance POG MY
151	38115	38345	38345		38581	9537	242	243	
176	44149	43957	43957		42937	10859	253	248	
300	17909	17585	17585		18060	4516	239	245	
497	477	478	478		547	150	238	272	
978	10113	10062	10062		10221	2529	247	251	
120	114238	116581	116581		116063	28551	246	245	
504	377	376	376		331	82	248	218	
705	9187	8976	8976		9351	2291	245	255	
706	2428	2354	2354		2277	592	260	251	
707	12474	12476	12476		13376	3277	245	253	
711	10142	9650	9650		8942	2257462	165	152	292
712	22	22	22		28	9	321	409	
713	2284	2234	2234		2307	538	253	241	
717	2238	2214	2214		2255	550	244	248	
718	24147	23746	23746		23000	5819	253	245	
721	462	450	450		458	115	251	256	
722	1146	1135	1135		1312	375	240	278	
725	1930	1864	1864		1712	430	251	231	
726	8749	8621	8621		9098	2145	236	249	
728	247	242	242		247	60	243	248	
732	3708	3655	3655		3936	459466	169	182	62
735	3208	3243	3243		3108	808	260	249	
736	754	714	714		580	148	255	207	
738	1454	1448	1448		1528	365	239	252	
739	1307	1296	1296		1338	316	235	244	
740	1319	1383	1383		1369	337	246	244	
742	1676	1557	1557		1698	389	229	250	
743	23128	23718	23718		24157	5894	244	249	
747	2454	2422	2422		2421	570	243	244	
748	342042	341206	341206		341046	82120	243	243	246

Figure 4.5.3. PPBERS Work Sheet (DH)

FY 1984
Civilian Manpower
Injured Hires

	FY 85 President's Budget		FY 83		FY 86		Difference		Actual As of 31 Dec 83		96		Performance Budget		Performance Budget	
	ES	MY	ES	MY	ES	MY	ES	MY	ES	MY	ES	MY	ES	MY	ES	MY
300	47360	46795							48554	11604	33.9	24.8				
417	2818	2818							2723	103	25.8	25.1				
418	3209	3146							3288	816	24.8	25.9				
600	141	193							119	29	24.4	15.0				
544	5	5							2	1	50.0	20.0				
403	1659	1638							1703	417	24.5	25.5				
408	360	358							348	98	24.6	27.4				
411	8	8							8	2	25.0	25.0				
421	117	112							109	26	23.9	23.2				
432	65	64														
405	285	274							269	66	24.5	24.1				
406	1194	1027							1186	288	24.3	28.0				
435	624	608							525	120	22.9	19.7				
403	25	25							25	6	24.0	24.0				
TOTAL	57920	57071							58909	14176	24.1	24.8				

Figure 4.5.3 (Cont.). PPBERS Work Sheet (IH)

[illegible]

Figure 4.5.4. PPBRS Work Sheet (Monthly)

78 Ret/2d Qtr

ESK FPAR
10 MAR 68

CRAT	Refy Org	ES From 112 RA	78 RA MM	MY	ES From 112	MM	MY
257	TRADOC	2894 (2755)	22510	1958			
	Qing School		85	19			
	WMC College	170	1044	87			
276	FORSCOM	13472					
	Southcom/ASD						
300	USAREUR	18769			48969 (48024)	47827	3456
	USAMC Slope		415	25			
477	USARS	553 (55)	3145	262	2096		
478	USARB	10635 (1039)	6387	5324	4000 3269 (3225)	19409	
	HQ/USFK	23	415	41			
	Comb Forces K	18	97	8			
600	DARCOM	115876			120		
	JTCO	(45)	91	76			
	Def Sys/Md	(120)	60	52			
894	EUCOM	343			2		
903	ACC	9436 (9406)	56917	4660	1729 (1722)	10196	850
906	TSG	2254					
	USAMUDC						
908	COE	12717			391		
	MIL Fundings						
911	TAGO	9201	36104	2933			
	Ctr (Safety)						
	USPOA						

Figure 4.5.5A. DAPE-MBU Work Sheet (ES/WY)

COVER SHEET		
OFFICE SYMBOL <u>DACA-MP</u>	DATE <u>3 May 84</u>	CONTROL NUMBER
SUBJECT <u>2nd Quarter FY 1984 PPBER's Review</u>		
<input type="checkbox"/> COORDINATION APPROVAL OF ACTION		<input type="checkbox"/> MICROFICHE ONLY
KEYWORDS (First word from OCA keyword list; maximum 32 letters each key word)		
1.	2.	3.
MEMORANDUM FOR RECORD (Describe briefly the origin of action, background, discussion, and recommended action).		

1. The attached CMT 1 forwards the 2nd Quarter PPBER's input for civilian personnel workyear utilization.
2. An advanced copy of the bar chart illustrating programmed vs. actual manyears has been provided to DACA-BUR.
3. Request comments approval and signature.

(continue on reverse side)

COORDINATIONS (Additional on reverse side)			
OFFICE	NAME	PHONE	DATE
DACL-MBU			
DACL-MBU			
DACA-MP	<i>[Signature]</i>	77669	3 May 84
APPROVALS			
INITIALS	DATE	INITIALS	DATE
DIW-		AXO	XO
DIR-		COA	DCCA
ACTION OFFICER (Name, grade, phone, signature)		FICHE NUMBER : DISPATCH DATE	
JAMES H. BARKLEY 11000 <i>[Signature]</i>			
OCA FORM 9, 12 Feb 82		REGRADED WHEN SEPARATED FROM CLASSIFIED DOCUMENT	

Figure 4.5.6. PPBERS Quarterly Input (Cover Sheet)

DISPOSITION FORM

For use of this form see AR 340-15. The proponent agency is TAGO.

REFERENCE OR OFFICE SYMBOL DACA-DMP	SUBJECT Program Performance and Budget Execution Review System - Second Quarter FY 84 Review
--	--

TO DACA-BUR	FROM DACA-DM	DATE	COMT Mrs. Rogers 77001
----------------	-----------------	------	---------------------------

1. References: PBC Memo 84-106, dated 5 March 1984, Subject: Same as above.
2. The Manning Category Civilian Workyear Chart for the second quarter FY 84 review is at Enclosure 1. Additional backup data is available at Enclosure 2 to be included in the read-ahead package for the second quarter review.
3. The 31 Mar 84 workyear figure is based on available CSFOR 73 report data received telephonically from major commands and agencies. This data is subject to change based on final 31 Mar 84 CSFOR 73 Report. These figures will be updated upon receipt of final workyear data.

2 Encls
as

GERALD R. JENNINGS
Brigadier General, GS
Director of Operation
and Maintenance, Army

DA FORM 2496
AUG 80

PREVIOUS EDITIONS WILL BE USED

90 5 1 P O 1982-386 545

Figure 4.5.6A. PPBERS Quarterly (Forwarding DF)

PROGRAM PERFORMANCE/BUDGET EXECUTION REVIEW

QUARTER: 50	SUBJECT: Civilian Workyear Utilization	FISCAL YEAR: 1984																		
OVERALL PROGRAM OBJECTIVE: Improve the Army's workyear utilization in relation to and strength	<div><p>1984 CIVILIAN WORKYEAR UTILIZATION CUMULATIVE IN 000'S OF HOURS</p><table border="1"><thead><tr><th>QUARTER</th><th>PROGRAMMED</th><th>ACTUAL</th></tr></thead><tbody><tr><td>1ST QTR</td><td>107.5</td><td>107.5</td></tr><tr><td>2ND QTR</td><td>196.5</td><td>196.5</td></tr><tr><td>3RD QTR</td><td>293.6</td><td>293.6</td></tr><tr><td>4TH QTR</td><td>398.2</td><td>398.2</td></tr></tbody></table></div>					QUARTER	PROGRAMMED	ACTUAL	1ST QTR	107.5	107.5	2ND QTR	196.5	196.5	3RD QTR	293.6	293.6	4TH QTR	398.2	398.2
QUARTER	PROGRAMMED	ACTUAL																		
1ST QTR	107.5	107.5																		
2ND QTR	196.5	196.5																		
3RD QTR	293.6	293.6																		
4TH QTR	398.2	398.2																		
CURRENT YEAR OBJECTIVES: Achieve maximum workyear utilization in relation to and strength and within funding constraints directed by Congress	<div>REMARKS <u>Explanation of Deviations</u> The Mar year to date actual workyears are preliminary figures phoned in by the commands and are above program by 2024. The quarterly workyear program was based on previous actual utilization which peaked in the 4th Qtr FY 83. The program was not completed when submitted for 1ST Qtr review. It has been updated to reflect the final FY 85 President's budget position. All is exempt from selling along with the establishment of floors for the Army Reserve and National Guard Technicians which was enacted by the FY 84 Appropriations Act. Commands are managing their manpower program by increased use of temporaries. The FY 83 actual utilization rate was 101.52. The FY 84 programmed utilization rate is 100.62. The 2nd Qtr actuals are indicating that the commands are utilizing over 100%.</div>																			
TOTAL CURRENT YEAR RESOURCES: Civilian End Strength 197,467 Civilian Workyears 195,186 Total Obligations 7,254 Direct & Reimbursable (\$ in Millions)																				
PROPOSANT: DAVID ORP																				

Figure 4.5.6B. PPBERS Input (Civilian Workyear Utilization Chart)

AD-A182 373

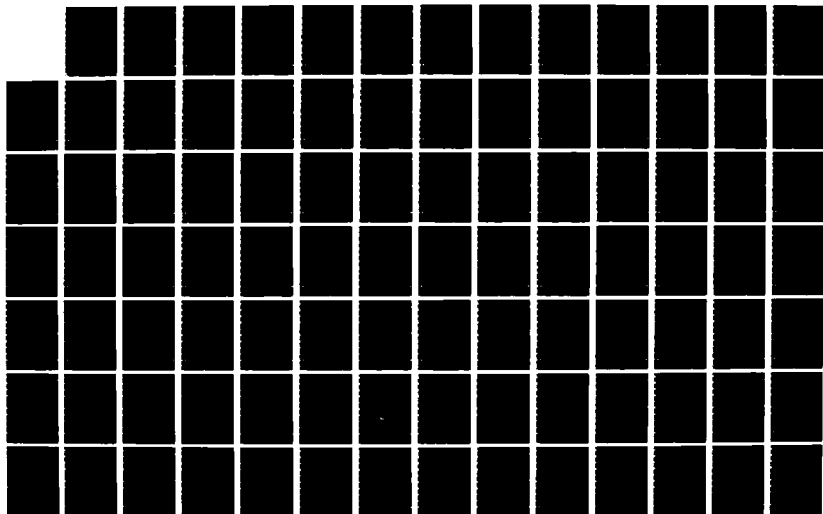
OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-84-84-CR-PT-2 MDA903-84-C-0117

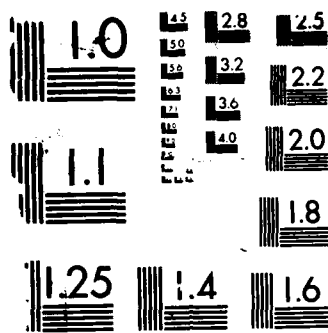
5/8

UNCLASSIFIED

F/G 5/1

NL





MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

INDEX

TAB	Title
A	FY 1984 Civilian Manpower
	1. Total Direct and Indirect Hire (Mar 84)
	2. Direct Hire (Mar 84)
	3. Indirect Hire (Mar 84)
	4. Total Direct and Indirect Hire (Dec 83)
	5. Direct Hire (Dec 83)
	6. Indirect Hire (Dec 83)
B	FY 84 Actual Civilian End Strength Direct and Indirect Monthly Chart
C	FY 1981 - FY 1983 Historical Trend Charts

FY 1984
Civilian Manpower
Direct and Indirect Hire

	FY 84 Col		FY 85 Proc		Feb 84 PMG		Difference		Actual As of 31 Mar 84		Σ	Performance Budget PMG	
	ES	MY	ES	MY	ES	MY	ES	MY	ES	MY		MY	MY
257 TRADOC	38175	38345			38175	38345			38898	18578	47.8	48.5	48.5
276 FORSCOM	44749	43857			44749	43857			43470	21300	49.0	48.6	48.6
300 USAREUR	65269	64380			65269	64380			65638	32359	49.2	50.3	50.3
477 USAF	3295	3296			3295	3296			3249	1653	50.9	50.2	50.2
478 USAF/ICHT	13482	13208			13482	13208			13802	6941	50.3	52.6	52.6
600 DAFCON	114429	116774			116039	116774	+1610		115995	60345	52.0	51.7	51.7
894 EUCOM	382	381			382	381			345	172	49.9	45.2	45.2
903 USACC	10846	10614			10859	10620	+13	+6	11165	5510	49.4	51.9	51.9
906 OTSC	2428	2354			2428	2354			2254	1104	49.0	46.8	46.9
908 OCOE	13334	13334			14034	13334	+700		14108	6935	49.2	52.0	52.0
911 OTAG	10150	9658			10165	9666	+15	+8	9209	4496	48.8	46.6	46.5
912 ACS1	22	22			22	22			29	14	48.3	63.6	63.6
913 CSA	2284	2234			2284	2234			2291	1099	48.0	49.2	49.2
917 USMA	2238	2214			2238	2214			2254	1087	48.2	49.1	49.1
918 ARNGB	24147	23655			24147	23655			23343	11468	49.1	48.5	48.5
921 CIDC	579	562			579	562			583	288	49.4	51.3	51.3
922 OSA	1211	1199			1211	1199			1419	681	48.0	56.8	56.8
925 INSCOM	2215	2138			2215	2138			1977	934	47.2	43.7	43.7
926 TSA	9943	9648			9943	9648			10234	4731	46.2	49.0	49.0
928 NDU	247	242			247	242			234	114	48.7	47.1	47.1
932 USAFAC	3708	3655			3708	3655			3879	1901	49.0	52.0	52.0
935 MTMC	3832	3853			3832	3853			3568	1774	49.7	46.1	46.1
936 BMDSC	754	714			754	714			590	291	49.3	40.8	40.8
938 USAREC	1454	1448			1454	1448			1559	704	45.2	48.6	48.6
939 HEPFOM	1307	1296			1307	1296			1245	635	51.0	49.0	49.0
940 MDW	1399	1383			1399	1383			1354	614	45.4	44.4	44.4
973 CSC	1701	1582			1701	1582			1703	824	48.4	52.1	52.1
974 HSC	23928	23718			23928	23718			23916	11769	49.2	49.6	49.6
982 WESTCOM	2454	2422			2454	2422			2440	1212	49.7	50.0	50.0
TOTAL	399962	398186			402300	398200	+2338	+14	402751	199533	49.6	50.1	50.1
									-1714 a/				
									401037		49.6		

a/ Adjustment for fractional counting.

Figure 4.5.6D. PPBERS Input (DH/IDH)

FY 1984
Civilian Manpower
Direct Hire

	FY 84 Col		FY 85 Pres		Feb 84 PBC		Difference		Actual		Σ	Performance	
	ES	MY	ES	MY	ES	MY	ES	MY	As of 31 Mar 84	MY		Budget MY	PMC MY
257 TRADOC	38175	38345			38175	38345			38898	18578	47.8	48.4	48.4
276 FORSCOM	44749	43857			44749	43857			43470	21300	49.0	48.6	48.6
300 USAREUR	17909	17585			17909	17585			18769	9000	48.0	51.2	51.2
477 USARJ	477	478			477	478			553	262	47.4	54.8	54.8
478 USAEIGHT	10273	10062			10273	10062			10535	5324	50.5	52.9	52.9
600 DARCOM	116238	116581			115848	116581	+1610		115875	60286	52.0	51.7	51.7
894 EUROM	377	376			377	376			343	171	49.9	45.5	45.5
903 USACC	9187	8976			9200	8982	+13	+6	9436	4660	49.4	51.9	51.9
906 OTSG	2428	2334			2428	2334			2254	1104	49.0	46.9	46.9
908 OCOE	12974	12976			13674	12976	+700		13717	6743	49.2	52.0	52.0
911 OTAG	10142	9650			10157	9658	+15	+8	9201	4492	48.8	46.5	46.5
912 ACST	22	22			22	22			29	14	48.3	63.6	63.6
913 CSA	2284	2234			2284	2234			2291	1099	48.0	49.2	49.2
917 USMA	2238	2214			2238	2214			2254	1087	48.2	49.1	49.1
918 ARMCB	24147	23655			24147	23655			23343	11468	49.1	48.5	48.5
921 CIDC	462	450			462	450			475	236	49.7	52.4	52.4
922 OSA	1146	1135			1146	1135			1419	681	48.0	60.0	60.0
925 INSCOM	1930	1864			1930	1864			1707	799	46.8	42.9	42.9
926 TSA	8749	8621			8749	8621			9135	4177	45.7	48.5	48.5
928 MDU	247	242			247	242			234	114	48.7	47.1	47.1
932 USAFAC	3708	3655			3708	3655			3879	1901	49.0	52.0	52.0
935 MTMC	3208	3245			3208	3245			3077	1538	50.0	47.4	47.4
936 BMDSC	754	714			754	714			590	291	49.3	40.8	40.8
938 USAREC	1454	1448			1454	1448			1559	704	45.2	48.6	48.6
939 NEPCOM	1307	1296			1307	1296			1245	635	51.0	49.0	49.0
940 HDM	1399	1383			1399	1383			1354	614	45.4	44.4	44.4
973 CSC	1676	1557			1676	1557			1678	811	48.3	52.1	52.1
974 HSC	23928	23718			23928	23718			23916	11769	49.2	49.6	49.6
982 WESTCOM	2454	2422			2454	2422			2440	1212	49.7	50.0	50.0
TOTAL	342042	341115			344380	341129	+2338	+14	343676	171070	49.8	50.2	50.1
Number Reported to OSD									-1714 a/				
a/ Adjustment for fractional counting.									341962				
													50.0

Figure 4.5.6E. PPBERS Input (DH)

FY 1984
Civilian Manpower
Indirect Hire

	FY 85 President's Budget		Feb 84 PMC		Difference		Actual As of 31 Mar 84		Σ	Performance	
	LS	NY	LS	NY	FS	NY	FS	NY		Budget	PBC
300 USAREUR	47360	46795	47360	46795			48869	23359	47.8	49.9	49.9
477 USARJ	2818	2818	2818	2818			2896	1391	51.6	49.4	49.4
478 USAELIGHT	3209	3146	3209	3146			3207	1617	49.5	51.4	51.4
600 DARCOM	191	193	191	193			120	59	49.2	30.6	30.6
894 EUCOM	5	5	5	5			2	1	50.0	20.0	20.0
903 ACC	1659	1638	1659	1638			1729	850	49.2	51.9	51.9
908 COE	360	358	360	358			391	192	49.1	53.6	53.6
911 TAG	8	8	8	8			8	4	50.0	50.0	50.0
921 C1DC	117	112	117	112			108	52	48.2	46.4	46.4
922 OSA	65	64	65	64			270	135	50.0	49.3	49.3
925 INSCOM	285	274	285	274			1099	554	50.4	54.0	54.0
926 TSA	1194	1027	1194	1027			491	236	48.1	38.8	38.8
935 MTMC	624	608	624	608			25	13	52.0	52.0	52.0
973 CSC	25	25	25	25							
TOTAL	57920	57071	57920	57071			59075	28463	48.2	49.9	49.9

Figure 4.5.6F. PPBERS Input (IDH)

**FY 1984
Actual Civilian End Strength
Direct & Indirect Mire**

	FY 84 Col President's FY 85 Budget	Jan 84		Feb 84		Mar 84	
		ES	Diff	ES	Diff	ES	Diff
237 TRADOC	38175	38571	+396	38845	+670	38898	+723
276 FORSLCOM	44749	43089	-1660	43290	-1459	43470	-1279
300 USAREUR	65269	67239	+1970	67646	+2377	67638	+2369
477 USARJ	3295	3219	-76	3230	-65	3249	-46
478 USAELCH T	13482	13548	+66	13706	+224	13802	+320
600 DAMCOM	114429	115515	+1086	115762	+1333	115995	+1566
894 EUCOM	382	342	-40	348	-34	345	-37
903 USACC	10846	11041	+195	11116	+270	11165	319
904 TSC	2428	2266	-162	2258	-170	2254	-174
908 COE	13334	13838	+504	13935	+601	14108	+774
911 TAG	10150	8955	-1195	9020	-1130	9209	-941
912 ACS1	22	27	+5	30	+8	29	+7
913 CSA	2284	2305	+21	2282	-2	2291	+7
917 USMA	2238	2245	+7	2270	+32	2254	+16
918 AMICB	241672	23088	-1059	23100	-1047	23343	-804
921 C1DC	579	577	-2	580	+1	583	+4
922 OSA	1211	1279	+68	1296	+85	1419	+208
925 INSLON	2215	1990	-225	1994	-221	1977	-238
926 TSA	9943	10414	+471	10338	+395	10234	+291
928 NDU	247	231	-16	236	-11	234	-13
932 USAFAC	3708	3839	+131	3870	+162	3879	+171
935 MTNC	3832	3593	-239	3582	-250	3568	-264
936 BMDSC	754	576	-178	581	-173	590	-164
938 USAREC	1454	1538	+84	1552	+98	1559	+105
939 MEPCOM	1307	1240	-67	1241	-66	1245	-62
940 HDM	1399	1364	-35	1344	-55	1354	-45
973 CSC	1701	1684	-17	1693	-8	1703	+2
974 HSC	23928	24170	+242	23999	+71	23916	-12
982 WESTCOM	2454	2409	-45	2433	-21	2440	-14
TOTAL	399962	400192	+230	401577	+1615	402751	+2789
a/ Adjustment for fractional counting PIP employees Number reported to OSD						-1714 a/ 401037	+1075

Figure 4.5.6G. PPBERS Input (DH/INH by Month)

FY 1984
Actual Civilian End Strength
Direct & Indirect Hire

	FY 84 Col President's FY 85 Budget	Oct 83		Nov 83		Dec 83	
		ES	Diff	ES	Diff	ES	Diff
257 TRADU	38175	38106	-69	38409	+234	38581	+406
276 FUNSLUM	44749	43017	-1732	42996	-1753	42937	-1812
300 USARLUM	65269	65895	+626	66177	+1108	66614	+1345
477 USALJ	3295	3274	-21	3266	-29	3270	-25
478 USALIGHT	13482	13543	+61	13512	+30	13509	+27
600 BAKLUM	114429	114828	+399	115449	+1020	116182	+1753
894 FULUM	382	370	-52	335	-47	333	-49
903 USACC	10846	10916	+68	11004	+158	11054	+208
906 OTSC	2428	2267	-161	2269	-159	2277	-151
908 OCOL	13334	13286	-48	13593	+259	13774	+440
911 OTAC	10150	8932	-1218	8952	-1198	8950	-1200
912 ACSI	22	27	+5	27	+5	28	+6
913 CSA	2284	2263	-21	2269	-15	2307	+23
917 USMA	2238	2297	+59	2272	+34	2255	+17
918 ARMB	24167	22847	-1300	22910	-1237	23000	-1147
921 CLIC	579	564	-15	565	-14	567	-12
922 OSA	1211	1169	-42	1235	+24	1312	+101
925 INSLOM	2215	1972	-243	1983	-232	1981	-234
926 T A	9943	10185	+242	10351	+408	10284	+341
928 H AI	247	229	-18	234	-13	247	0
932 USATAC	3708	3797	+89	3825	+117	3836	+128
935 PIRC	3832	3622	-210	3619	-213	3613	-199
936 BMDSC	754	582	-172	581	-173	580	-174
938 USAREC	1454	1444	-10	1505	+51	1528	+74
939 HEPOM	1307	1223	-84	1231	-76	1238	-69
940 HDM	1399	1366	-13	1382	-17	1369	-30
973 CSC	1701	1637	-64	1666	-35	1723	+22
974 HSC	23928	24230	+302	24183	+255	24157	+229
982 WESTLUM	2454	2388	-66	2423	-31	2429	-25
TOTAL	399962	396254	-3708	398423	-1539	399955	-7
a/ Adjustment for fractional counting PTP employees Number reported to OSD						-1624 a/ 398331	-1,631

Figure 4.5.6G (Cont.). PPBERS Input (DH/IDH by Month)

FY 1983 Civilian Manpower Direct Hire									
	FY 84 President's Budget		May 83 PBG		Difference		Actual Sep 82		Actual Sep 83
	ES	WT	ES	WT	ES	WT	ES	WT	
257 TRADOC	36544	35640	36525	35306	-19	-334	35937	37236	37951
276 FORSCOM	43645	43121	43746	42763	+101	-358	42471	42746	43977
300 USABEUR	16942	17082	16922	17004	-20	-78	14305	17388	17363
477 USABJ	478	483	477	481	-1	-2	454	496	530
478 USSEIGHT	10165	10117	10123	10055	-42	-62	10064	10146	10224
600 DARCOM	111384	112691	111454	112212	+70	-479	107378	113609	116228
894 EUCON	372	372	373	373	+1	+1	308	196	311
903 USACC	8688	8809	8682	8728	-6	-81	8867	8838	9277
906 OTSC	2415	2355	2414	2344	-1	-11	2244	2250	2281
908 OCOE	12380	11878	12347	11800	-33	-78	11499	12415	12981
911 OTAG	9397	9265	9403	9244	+6	-21	9241	8999	9070
912 ACSJ	29	29	29	29	0	0	28	25	32
913 CSA	2357	2276	2356	2273	-1	-3	2469	2239	2302
917 USNA	2420	2412	2418	2403	-2	-9	2382	2305	2270
918 ARNGB	22655	22709	22862	22774	+207	+65	22791	23026	22788
921 CIDC	463	452	463	449	0	-3	431	452	478
922 OSA	1247	1255	1244	1227	-3	-28	1199	1303	1230
925 INSCOM	1824	1764	1820	1769	-4	+5	1681	1722	1697
926 TSA	8669	8773	8644	8724	-25	-49	8096	9135	8819
928 NDU	247	242	247	242	0	0	220	230	247
932 USAFAC	3642	3631	3651	3615	+9	-16	3587	3627	3860
935 MTMC	3119	3182	3135	3177	+16	-5	3133	3088	3337
936 BMDSC	648	634	648	632	0	-2	547	582	565
938 USAREC	1393	1432	1390	1425	-3	-7	1441	1380	1511
939 MEPCOM	1306	1295	1304	1295	-2	0	1176	1215	1248
940 NDM	1431	1448	1417	1407	-14	-41	1456	1404	1379
973 CSC	1534	1419	1534	1412	0	-7	1175	1540	1560
974 HSC	23628	23755	23805	23635	-23	-120	24363	23902	23935
982 WESTCOM	2222	2237	2223	2223	+1	-14	2243	2228	2486
TOTAL	331644	330758	331856	329021	+212	-1737	321186	333722	333722
a/ Adjustment for PTIC Fractional Accounting Number Reported to OSD								-1486 a/ 332236	1.023
									1.028

Figure 4.5.6I. PPBRS Input (DH Prior Year)

**FY 1983
Civilian Manpower
Indirect Hire**

	FY 84 President's Budget		May 83 PRC		Difference		Actual Sep 82		Actual Sep 83		Hire		Budget		PRC	
	ES	WY	ES	WY	ES	WY	ES	WY	ES	WY	ES	WY	ES	WY	ES	WY
300 USAREUR	49613	47327	48113	47327	-1500	0	46883	46322	48266	46322	.964	.983	.977	.977	.983	.983
477 USARJ	2808	2852	2808	2852	0	0	2747	2785	2740	2785	1.016	.977	.977	.977	.977	.977
478 USAEIGHT	4209	3145	3209	3145	-1000	0	3257	3213	3223	3213	.997	1.022	1.022	1.022	1.022	1.022
600 DARCOM	191	193	191	193	0	0	178	185	119	185	1.555	.959	.959	.959	.959	.959
894 EUCOM	3	3	3	3	0	0	2	2	2	2	1.000	.667	.667	.667	.667	.667
903 ACC	1726	1628	1656	1628	-70	0	1693	1701	1693	1701	1.005	1.045	1.045	1.045	1.045	1.045
908 CDE	334	332	334	332	0	0	379	360	391	360	.921	1.084	1.084	1.084	1.084	1.084
911 TAG	9	9	9	9	0	0	9	8	8	8	1.000	.889	.889	.889	.889	.889
921 C1DC	117	112	117	112	0	0	110	108	109	108	.991	.964	.964	.964	.964	.964
922 OSA	65	64	65	64	0	0	62	66	62	66	1.065	1.031	1.031	1.031	1.031	1.031
925 INSCOM	283	279	283	279	0	0	273	275	269	275	1.022	.986	.986	.986	.986	.986
926 TSA	1129	993	1129	993	0	0	1192	1039	1196	1039	.869	1.046	1.046	1.046	1.046	1.046
935 MTHC	624	608	624	608	0	0	511	521	523	521	.996	.857	.857	.857	.857	.857
973 CSC	25	25	25	25	0	0	25	24	23	24	1.043	.960	.960	.960	.960	.960
TOTAL	61136	57570	58566	57570	-2570	0	57259	56809	58624	56809	.969	.987	.987	.987	.987	.987

Figure 4.5.6J. PPBERS Input (IDH Prior Year)

FY 1982
Civilian Manpower
Direct Hire

	FY 81 President's Budget		May 82 P&G		Difference		30 Sep 81 Actuals		Actual As of 30 Sep 82		Hire Lag 2	Performance	
	ES	MY	ES	MY	ES	MY	ES	MY	ES	MY		Budget MY	P&G MY
257 THADOC	37104	36060	35831	36092	-1273	+22	36963		35937	37905	1.039	1.051	1.050
276 FORSCOM	41810	40764	42186	41291	+376	+507	39118		42471	42216	1.035	1.022	1.022
300 USARLUR	14489	13951	14511	13963	+22	+12	15037		14305	16501	1.125	1.183	1.182
477 USARLJ	452	453	452	453	0	0	487		454	520	1.104	1.148	1.148
478 USARLJ	10159	9933	10145	9987	-14	+34	9965		10064	10023	1.001	1.009	1.004
600 DARCOM	106231	105984	106508	107335	+277	+1351	108043		107378	112922	1.048	1.065	1.052
894 EUCOM	362	161	370	369	+8	+8	323		308	302	.956	.837	.818
903 USACC	8504	8766	8494	8816	-10	+50	9040		8867	9079	1.016	1.036	1.030
906 DTSC	2239	2150	2254	2154	+15	+4	2081		2244	2156	.997	1.003	1.001
908 OLCOE	12568	12061	12565	12067	-3	+6	11273		11499	12532	1.100	1.039	1.039
911 OTAG	9235	8906	9439	8958	+204	+52	8397		9241	8756	.993	.983	.978
912 ACS1	28	28	28	28	0	0	25		28	28	1.027	1.000	1.000
913 CSA	2251	2193	2260	2202	+9	+9	2435		2469	2332	1.033	1.155	1.150
917 USMA	2424	2385	2415	2377	-9	-8	2474		2382	2384	.982	.999	1.003
918 ANMGB	22787	22474	22787	22474	0	0	22478		22791	22390	.989	.996	.996
921 CIDC	461	447	461	447	0	0	438		431	459	1.058	1.027	1.027
922 OSA	1146	1140	1143	1137	-3	-3	1112		1199	1097	.950	.962	.965
925 INSCOM	1752	1701	1737	1686	-15	-15	1627		1681	1638	.990	.963	.972
926 TSA	9417	8753	9423	8756	+6	+3	8756		8096	8702	1.013	.994	.994
928 NDU	224	199	224	199	0	0	176		220	195	.985	.980	.980
932 USAFAC	3592	3563	3626	3585	+34	+22	3566		3587	3598	1.006	1.010	1.004
935 RTHC	3190	3167	3189	3166	-1	-1	3022		3133	3229	1.049	1.020	1.020
936 RHUSC	523	507	523	507	0	0	481		547	531	1.013	1.047	1.047
938 USANEC	1461	1518	1460	1517	-1	-1	1626		1441	1381	.901	.910	.910
939 NEPCOM	1306	1191	1306	1191	0	0	1059		1176	1150	1.029	.966	.966
940 RDM	1392	1370	1437	1382	+45	+12	1370		1456	1297	.918	.947	.939
973 CSC	1381	1332	1381	1333	0	+1	1175		1175	1209	1.034	.908	.907
974 NSC	23766	23657	24091	23783	+325	+126	23592		24363	24089	1.005	1.018	1.013
982 WESTCOM	2246	2205	2239	2198	-7	-7	2151		2243	2290	1.042	1.039	1.042
TOTAL	322500	317239	322485	319453	-15	+2214	318278		321186	331111	1.036	1.044	1.037
										-1865		1.038	1.031
										329746			

1/ Includes 1,865 workyears associated with summer youth program not included in Army's ceiling.

Figure 4.5.6K. PPBERS Input (DH 2nd Prior Year)

FY 1982
Civilian Manpower
Indirect Hire

	FY 83 President's Budget		May 82 PBC		Difference		30 Sep 81 Actuals		Actual As of 30 Sep 82		Mile Lea 2	Performance Budget MY	
	ES	MY	ES	MY	ES	MY	ES	MY	ES	MY		MY	MY
300 USAREUR	49140	46266	46685	45272	-2455	-994	43787		46883	45395	1.001	.981	1.003
477 USARJ	2839	2944	2839	2944	0	0	2736		2743	2791	1.018	.948	.948
478 USAE IGMT	4208	4106	3208	3606	-1000	-500	3105		3257	3150	.990	.767	.874
600 DARCOM	189	190	189	190	0	0	146		178	165	1.019	.868	.868
894 EUCOM	3	3	3	3	0	0	-		2	2	-	.667	.667
903 ACC	1781	1702	1820	1793	+39	+91	1645		1693	1685	1.010	.990	.940
908 CUE	336	334	336	334	0	0	315		379	365	1.055	1.093	1.093
911 TAG	15	15	15	15	0	0	9		9	9	1.000	.600	.600
921 C10C	117	112	117	112	0	0	107		110	106	.973	.946	.952
923 JNSCOM	282	279	282	279	0	0	272		273	280	1.018	1.004	1.004
926 TSA	1200	1209	1200	1209	0	0	1179		1192	1113	.939	.921	.921
915 MPMC	624	608	624	608	0	0	502		511	407	.804	.669	.669
9 3 CSC	25	25	25	25	0	0	25		25	25	1.000	1.000	1.000
TOTAL	60759	57793	57343	56390	-3416	-1403	53833		57259	55493	.999	.960	.984

Figure 4.5.6L. PPBERS Input (IDH 2nd Prior Year)

FY 1981
Civilian Manpower
Direct Hire

	Reagan Budget		Apr 81 PBC		Difference		As of		Actual		Hire		Performance	
	ES	NY	ES	NY	ES	NY	ES	NY	ES	NY	ES	NY	Reagan NY	PBC NY
257 TRADOC	35,367	35,467	35,511	35,414	+144	-53	35,038	36,963	36,106	1,002	1,018	1,020	1,018	1,020
276 FORSCOM	38,863	38,460	38,647	38,367	-216	-113	40,156	39,118	39,082	.986	1,016	1,019	1,016	1,019
300 USAREUR	11,524	11,341	11,490	11,322	-34	-19	12,391	15,037	12,987	.947	1,145	1,147	1,145	1,147
477 USARJ	449	449	449	449	0	0	463	487	514	.995	1,082	1,145	1,082	1,145
478 USAEIGHT	10,236	10,051	10,287	10,079	+51	+28	10,016	9,965	9,938	.995	.989	.986	.989	.986
600 DARCOM	106,844	106,940	107,216	107,249	+372	+109	104,276	108,043	106,145	.999	.993	.990	.993	.990
894 EUCOM	346	348	358	358	+12	+10	324	323	313	.968	.899	.874	.899	.874
903 USACC	8,820	8,783	8,866	8,806	+46	+23	9,086	9,040	9,229	1,018	1,031	1,048	1,031	1,048
906 OTSC	2,132	2,082	2,135	2,075	-7	-7	2,000	2,081	1,996	.978	.959	.962	.959	.962
908 ODCR	10,590	10,494	11,537	11,081	+947	+587	9,981	11,273	10,712	1,008	1,021	.967	1,021	.967
911 OTAC	8,884	8,549	8,879	8,540	-5	-9	8,148	8,397	8,163	.986	.955	.956	.955	.956
912 ACS1	24	23	24	23	0	0	29	25	22	.815	.937	.937	.937	.937
913 CSA	2,472	2,411	2,466	2,403	-6	-8	2,407	2,435	2,519	1,040	1,045	1,048	1,045	1,048
917 USMA	2,301	2,274	2,311	2,291	+30	+17	2,510	2,474	2,426	.974	1,067	1,059	1,067	1,059
918 ANMCR	22,800	24,081	22,813	24,094	+13	+13	25,123	22,478	24,560	1,032	1,020	1,019	1,020	1,019
921 CIDC	461	447	461	447	0	0	433	438	440	1,011	.984	.984	.984	.984
922 OSA	1,098	1,114	1,098	1,114	0	0	1,060	1,112	1,058	.974	.950	.950	.950	.950
925 INSCOM	1,811	1,770	1,810	1,766	-1	-4	1,677	1,627	1,614	.977	.912	.914	.912	.914
926 TSA	9,595	8,420	9,599	8,422	+4	+2	8,759	8,756	8,512	.972	1,011	1,011	1,011	1,011
928 HQU	178	175	180	177	+2	+2	176	176	174	.989	.994	.983	.994	.983
932 USAFAC	3,588	3,556	3,586	3,554	-2	-2	3,568	3,566	3,474	.974	.977	.978	.977	.978
935 MIMC	3,014	2,995	3,035	3,035	+81	+40	2,984	3,022	3,125	1,041	1,043	1,030	1,043	1,030
936 BMUSC	451	458	476	464	+25	+6	436	481	468	1,020	1,022	1,009	1,022	1,009
938 USAREC	1,587	1,581	1,586	1,580	-1	-1	1,495	1,626	1,556	.997	.984	.985	.984	.985
939 MEPCOM	1,069	1,062	1,073	1,064	+4	+2	1,117	1,059	1,131	1,040	1,065	1,063	1,065	1,063
940 HQU	1,713	1,934	1,401	1,539	-312	-395	1,947	1,370	1,477	.891	.764	.960	.891	.764
973 CSC	1,095	1,051	1,118	1,063	+23	+12	1,079	1,163	1,042	.974	1,039	1,027	1,039	1,027
974 ISC	23,393	23,085	23,414	23,025	+21	-60	23,118	23,592	23,022	.986	.997	1,000	.997	1,000
982 WESTCOM	2,037	2,060	2,125	2,128	+88	+68	1,998	2,151	2,053	.990	.997	.985	.997	.985
TOTAL	312,742	311,461	314,021	311,909	+1,279	+448	311,795	318,278	313,908	.996	1,008	1,006	1,008	1,006
									-2,275		.989		.999	
									311,633				1,001	

1/Includes 2,275 workyears associated with summer youth programs not included in Army's ceiling.

Prepared By: DACA-ONF

Figure 4.5.6M. PPBERS Input (DH 3rd Prior Year)

FY 1981
 Civilian Manpower
 Indirect Hire

	Reagan Budget		Apr 81 PBC		Difference		As of 30 Sep 80		Actual As of 30 Sep 81		Mire		Performance Reagan	
	ES	MY	ES	MY	ES	MY	ES	MY	ES	MY	ES	MY	MY	MY
300 USAREUR	46,996	41,658	47,037	41,681	+ 41	+ 23	38,710		43,787	39,244	.951		.942	.942
477 USARJ	2,942	2,909	2,763	2,866	-179	-43	2,777		2,736	2,759	1,001		.948	.963
478 USAELIGHT	3,208	3,341	3,388	3,385	+180	+44	3,104		3,105	3,098	.998		.927	.915
600 DARCOM	389	403	216	173	-173	-230	119		146	131	.889		.325	.757
894 EUCOM	2	2	2	2			6							
903 ACC	1,752	1,656	1,752	1,656			1,574		1,465	1,594	.990		.966	.966
908 CUE	337	335	337	335			300		315	300	.976		.896	.896
911 TAG	17	17	17	17			10		9	9	.947		.529	.529
921 CIDC	117	112	117	112			107		107	104	.972		.929	.929
925 INSCOM	281	277	281	277			292		277	281	.988		1.016	1.016
936 TSA	1,200	1,168	1,200	1,168			1,176		1,179	1,000	.849		.856	.856
935 MHC	625	609	624	608	- 1	- 1	513		502	458	.902		.752	.752
973 CSC	25	25	25	25			25		25	24	.960		.960	.960
TOTAL	57,891	52,510	57,759	52,303	-132	-207	48,713		53,833	49,002	.956		.933	.937

Figure 4.5.6N. PPBERS Input (IDH 3rd Prior Year)

SECTION 5

NON-CYCLIC ACTIONS

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5.1 Program and Budget Guidance (PBG)

5.1.1 General

The PBG transmits instructions and ARSTAF data to the field regarding available dollar and manpower resources. Major commands use the information to prepare the PARR document and COB. The PBG is designed to be the single authoritative source of command resource guidance. It is published three times each year.

October. This issue reflects the results of the commands' and operating agencies' COB submissions and OSD review of the POM as reflected in the PDM. The October PBG contains resources for the CY plus five POM years, e.g., October 1984 PBG will have resource data for FY 86 through FY 90. The CY and BY (first year of the five POM years) portions respond to the COB. This issue gives guidance for the development of the PARR. It is usually issued no later than 1 November.

January. This issue addresses the BY PBG based on the President's budget submission, and reflects the results of the PBD process as well as other changes approved by the Army leadership. This PBG contains resources for the CY, BY and five POM years. The budget and program year (second year of the five POM years) portion gives guidance for the COB preparation. It is usually issued no later than 15 February.

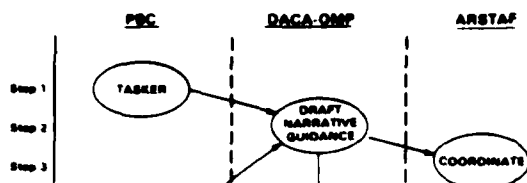
May POM Appendix. This issue is published for POM Volume II only. It furnishes the MACOMs and OPAGYs changes from the January PBG position based on staff review for developing the POM. The budget and program year supplies the update dollar guidance and manpower level for completing the commands' and operating agencies' COB submissions. Workload data for budget, program, and outyears will be furnished also for inclusion in the COB submissions. The program years offer guidance to begin developing needs for the next program submission to the POM cycle.

DACA-OMP input to the PBG consists of civilian manpower dollar resources required to support the civilian end strength authorizations and narrative guidance. Thus, a major effort in the development of the PBG is the balancing of dollars with end strengths in FORDIMS-P/BS. This requires close coordination with DAPE-MBA and the continuous updating and verification of the PBG position.

The entire process is shown in the flow chart, Figure 5.1.1.

5.1.2 PBC Tasking

Step 1 PBG preparation begins with a specific tasker and milestone schedule from DACA-BUF approximately 45 days prior to each



PBG issue (Figure 5.1.2). Strict compliance with this schedule is essential to afford MACOMs/OPAGYs sufficient time to prepare and submit their PARRs and COBs.

5.1.3 Narrative Guidance

Narrative guidance is normally issued twice a year in Volume I of the October and January PBG. A complete document is published in October and page changes only in January. The May PBG is published for Volume II only and does not normally include narrative guidance. If it is necessary to issue narrative guidance for the May PBG contact DACA-BUF for instructions. (In May 1984 narrative guidance was included in Volume III.) All narrative guidance must be approved by the 06 working level PBC.

Step 2 DACA-OMP prepares a draft of narrative guidance deemed appropriate. Narrative guidance is used to inform the field or emphasize key civilian manpower resource issues or problems. It is not used to task the field or to impose funding

restrictions beyond those formally imposed. An example of the October narrative input is at Figure 5.1.3. An example of the January page change update is at Figure 5.1.4. An example of the May POM Volume III input is at Figure 5.1.5.

Step 3 The narrative guidance is coordinated with the appropriate ARSTAF elements. The approval authority for originated or coordinated guidance is at director level or higher.

Step 4 The draft narrative guidance is submitted to the O6 working group level PBC for approval.

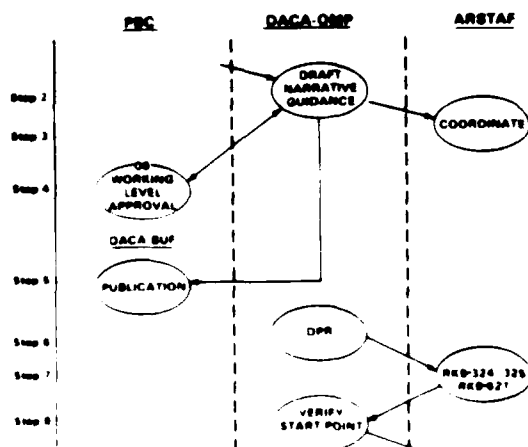
Step 5 The narrative guidance is provided to DACA-BUF for publication.

5.1.4 Establishing the PBG Costed Position

Step 6 DACA-OMP prepares a DPR to USAMSSA which provides detailed instructions for updating FORDIMS-P/BS to reflect the appropriate PBG (Figure 5.1.6).

Step 7 USAMSSA produces the following reports for the previous POM, OSD budget or President's budget position, as appropriate:

- RK5_324 - Military and Civilian Manpower Summary by Appropriation, FY __ (Figure 5.1.7).
- RK5_325 - Military and Civilian Strength Summary by Command (OPAGY) for FY __ (Figure 5.1.8).
- RK5_521 - Civilian Personnel Costs (OP-8, OP-8a); Foreign National Personnel (OP-10) (Part III, Section 2).

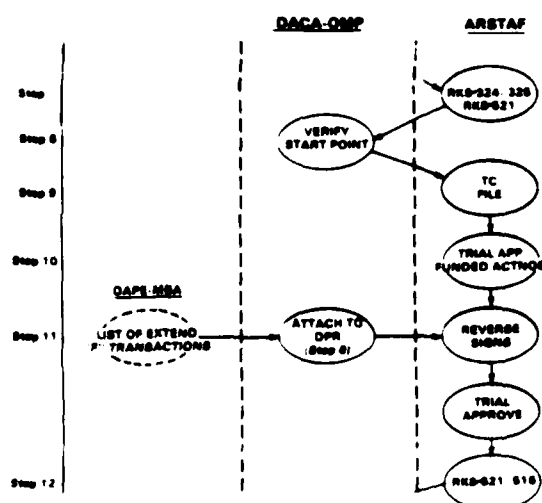


Step 8 DACA-OMP compares the data in the ODCSPER summary reports (RK5_324/325) against the DACA-OMP cost reports (RK5_521) in order to verify the start point for PBG development.

Step 9 Upon verification of the start point in Step 8 above, USAMSSA loads the Temporary COA (TC) file which is a copy of the FORDIMS-P/BS live approved file. It contains all manpower ACTNOs contained in the previous POM, OSD budget or President's budget plus all live approved cost ACTNOs not subject to subsequent change.

Step 10 USAMSSA then trial approves other cost ACTNOs which were previously funded (i.e., MEDICARE rate increases, pay raises, foreign currency adjustments, etc.).

Step 11 DACA-OMP does not have the capability to extend manpower cost ACTNOs; therefore, the TC file in a trial approved status



must be used to balance the manpower cost PBG position with the manpower strength PBG position in the ODCSPER extended file. This is accomplished by DAPE-MBA providing a list of manpower ACTNOs in the approved position ("F" Transactions). This list is enclosed with the DPR prepared in Step 6 above. At this point in the process USAMSSA reverses the signs on the approved "F" Transactions

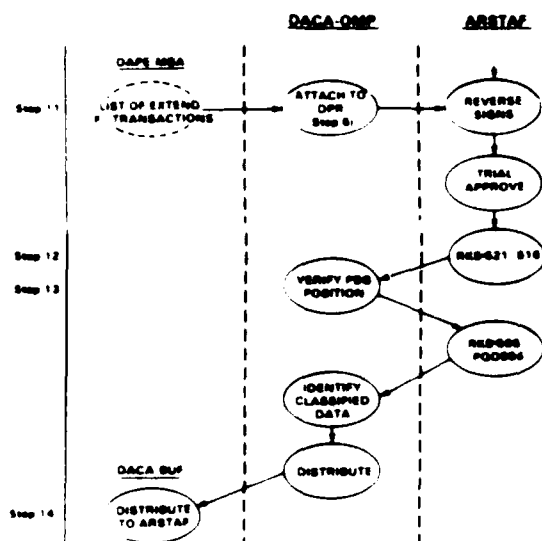
and trial approves them in the TC file. This zeros out the ODCSPER unextended (approved) ACTNOs in the TC file and leaves the extended ACTNOs. The TC file should then be in balance with the ODCSPER extended PBG position.

Step 12 In order to insure that the two positions are in balance, USAMSSA produces another run of the RK5_521 report as well as the Audit Trail by ACTNO (RK5_516) report (Part III, Section 2). These data are compared against the ODCSPER summary reports produced in Step 7.

Step 13 Upon verification, USAMSSA produces the RK5_506 (Analysis of Civilian Personnel Costs, Basic Level Command Workpapers) (Part III, Section 2) and the P00904 (Workyear Report by Command) (Part III, Section 3) in six hard copies and 90 microfiche copies.

Step 14 The hard copy reports must be edited to identify classified data associated with specific AMSCOs. Procedures for accomplishing this are contained in

the black binder located in DACA-OMP labeled "Security COA Reports." Four of the hard copies are provided DACA-BUF for inclusion in the PBG. One copy is provided the OMA command analysts, and one copy is placed in the DACA-OMP files. The 90 microfiche copies are distributed to the ARSTAF by DACA-BUF.



ACTION: Program and Budget Guidance (PBG)

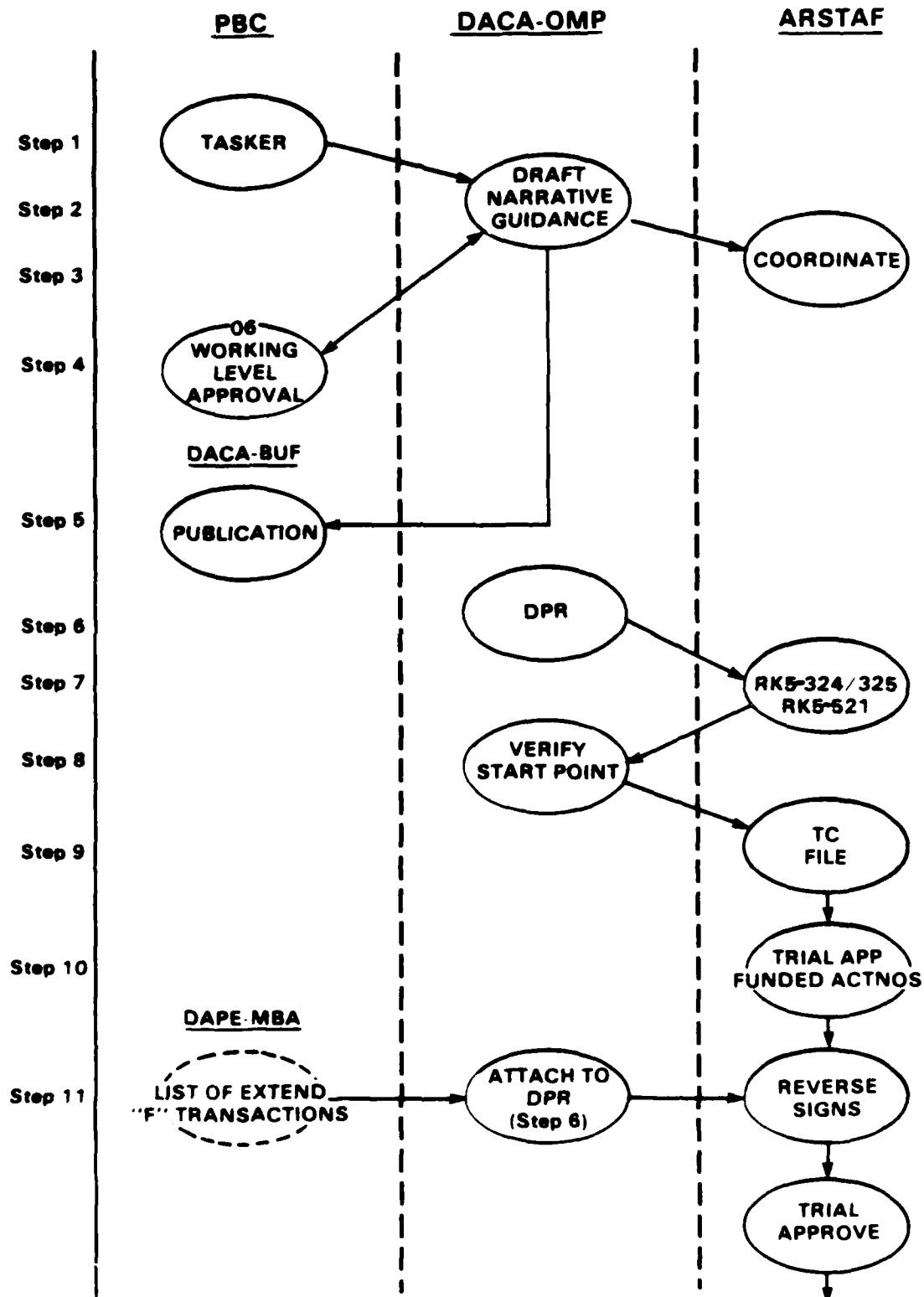


Figure 5.1.1. Program and Budget Guidance (PBG) Flow Chart

ACTION: Program and Budget Guidance (PBG)
(Continued)

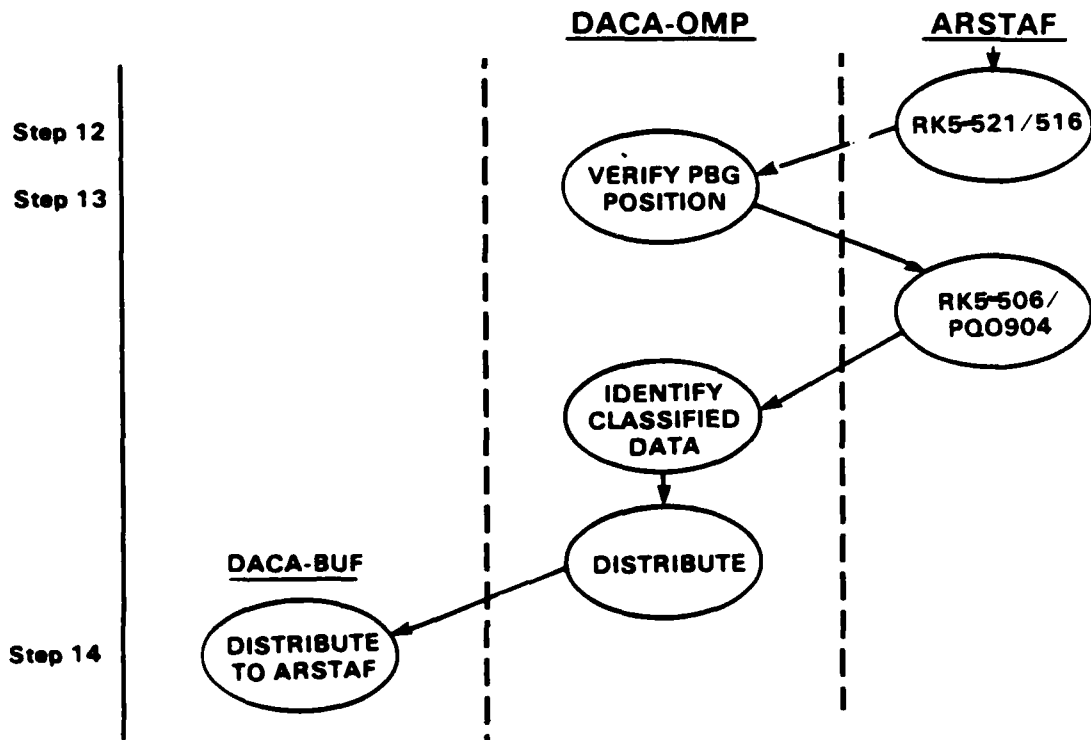


Figure 5.1.1 (Cont.). Program and Budget Guidance (PBG) Flow Chart



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON, D.C. 20310

S: 30 January 1984

DACS-PBC
PBC MEMO 84-38

17 January 1984

MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: January 1984 Program Budget Guidance (PBG) Schedule and Administrative Instructions

1. References:

a. CSR 11-6, dated 1 July 1982, subject: ARMY PROGRAMS, Program Budget Guidance.

b. Chapter IV, AR 380-5, SECURITY: DA Information Security Program Regulation, dated 1 August 1983.

c. PBC Memo 84-3, dated 3 January 1984, subject: Update of ARSTAF Point of Contact (POC) List for Program and Budget Guidance (PBG).

2. Per reference 1a, the January 1984 PBG Volume I submission will be a page change only issue reflecting an update of the October 1983 edition to include changes approved by HQDA and the results of the Program Budget Decision (PBD) process. It will address resources for the POM years. The budget year and program year (second of the five POM years) portion gives guidance for Command Operating Budget (COB) preparation.

3. Security classification will not exceed "CONFIDENTIAL" for the PBG. Budget data that is classified "SECRET" or above will not be accepted. Appropriation/Program/Subprogram directors' and functional proponents' have the responsibility of insuring that budget data submitted for the PBG does not exceed CONFIDENTIAL classification. Classification stickers for use on camera-ready master copies are available on Advance requisition from Defense Supply Service, Forms/Reproductions, (Room 3A 3 and 4, Ext. 57143).

4. Enclosure 1 provides instructions unique to Volume I development, together with the related milestone schedule, Point of Contact (POC) list and draft input format; enclosure 2 addresses the same subjects for Volumes II and III. To minimize administrative errors, these instructions should be followed carefully in each instance.

5. In developing input, authors are reminded of the following general guidance:

a. Statistical or funding level data should be published in Volume II or III rather than Volume I (General Narrative Guidance).

Figure 5.1.2. PBC Memo (January 1984 PBG)

DACS-PBC

17 January 1984

SUBJECT: January 1984 Program Budget Guidance (PBG) Schedule and Administrative Instructions

b. Statistical and tabular data should only appear in Volume I when it meets the following criteria:

(1) It is of universal or recurring interest to the PBG recipients, i.e., it imparts information that will be useful to ALL addressees or addresses matters that will affect long range planning or budget management, and

(2) It does not repeat or paraphrase data routinely presented in Volume II or III.

(3) Where guidance intended for specific commands or years IS ACCEPTED for Volume I, it must be so identified. All statistical and tabular resource data in Volume I will be presented on a basis consistent with that included in Volumes II and III. That is, resources set forth in Volumes II and III in terms of constant BY(**) or constant PY(**) values will be expressed on the SAME BASIS in Volume I. When Outyear resources in the Command-unique Volumes show "Now-year" or "Then-year" figures, the summary data in Volume I will be expressed in the same terms. Furthermore, all tabular data presented in Volume I will be labeled with a statement setting forth its basis as part of the schedule header, or the lead narrative paragraph.

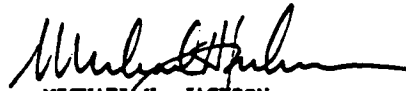
6. Specific questions, suggestions and/or problems should be referred to:

a. Volume I - Sue Werber, Room 3B663, extension 57733.

b. Volumes II and III - Leona Calcote, Room 3B663, extension 76241.

FOR THE CHAIRMEN OF PROGRAM AND BUDGET COMMITTEE:

Enclosures


MICHAEL H. JACKSON
HAJ, GS
Executive for Budgeting, PBC

Mrs. Calcote/76241
Miss Werber/57733

Figure 5.1.2 (Cont.). PBC Memo (January 1984 PBG)

VOLUME I DETAILED INSTRUCTIONS
(In addition to general guidance in transmittal)

1. Every effort is being made within ODAB to streamline the editing and finalization of PBG Volume I input. Text proponents can help by securing appropriate Command and Program Analysts' coordination and concurrence as well as DCSOPS pre-review, where appropriate, prior to initial submission to DACA-BUF. This will substantially shorten the timetable for the edit and rewrite efforts.

2. Proponent agencies will exercise their best judgment to ensure that narrative guidance topics will be of value to various commanders.

(a) Individual draft paragraphs of guidance developed by action officers in staff elements not having segment responsibility will be submitted to the office having segment responsibility. Format at Attachment #3, this enclosure (REVISION of Appendix D, CSR 11-6) will be used for this purpose. Guidance having manpower impact will be coordinated with ODCPSER (DAPE-MBA). Guidance having funding impact will be coordinated with the specific Appropriation Director(s) involved. Text will be succinct and informative -- communicating DA objectives to field commanders, addressing funding and manpower resources available for their purposes, and emphasizing required input for MACOM document submissions.

(b) Guidance intended for specific commands or years should be included in Volume II or III unless it qualifies for Volume I IAW para 5 of basic PBC transmittal memorandum.

3. Guidance will not be used to task commands for reports, nor to impose "fences" on funding supplementing those formally imposed. It is permissible, however, to use the PBG as a vehicle for reminding MACOM personnel of those floors/ceilings which have been formally imposed by citing the authority and summarizing the specific requirement. When doing so, the writer should specify that his comment constitutes a "reminder".

4. The edit/review stage of PBG compilation is intended to refine and distill input, eliminate redundant or inaccurate information and improve the quality of presentation of the publication. Proponents and segment POCs are responsible for implementing inclusion of such edit or context changes in the FINAL iteration. Matters of disagreement with any recommended change should be resolved between authors and DACA-BUF action officer, or directly with change proponents. Otherwise annotated corrections or generalized suggestions will be incorporated into final input.

5. Security markings, clearance stamps and text of all input must be legible and reproducible. All paragraphs and pages must be marked with classification to include (U) on unclassified paragraphs IAW reference 1b. All classified matter should be bracketed in pencil on original before reproduction of submission copies and annotated with classification. Downgrading information must be placed after each classified paragraph in a parenthetical note specifying:

(a) The classification authority and date;

(b) A specific date on which the text may be declassified or downgraded.

Encl 1

-1-

Figure 5.1.2 (Cont.). PBC Memo (January 1984 PBG)

(c) When the classification authority is "MULTIPLE SOURCES" the date for declassifying/downgrading will be the latest date specified in the series of multiple sources.

(d) Use of "Originating Agency Determination Review (OADR)" as the declassification/downgrade date is not appropriate below the PBG Volume level since it fails to provide sufficient information on which a future reviewing official could base a decision to revise or retain the classification.

6. Twelve copies of the initial narrative draft (Use REVISED format at Atch #3) are due to DACA-BUF, Room 38663, NLT 0830 on 3 February 1984. Where input is voluminous, early and/or partial submissions are encouraged to facilitate edit process.

(a) Two of the twelve draft input copies must contain applicable coordinations and concurrences as well as a legible, current ACSI Clearance STAMP.

(b) One copy of the FINAL input must also contain a current ACSI Clearance Stamp.

(c) Pages will be numbered by activity responsible for overview of each section as follows:

Section 1 - PA&E (PPBES Overview)
Section 2A - COA
Section 2B - DCSPER,
etc., as in previous issues

(d) Pages will show the page number of the basic October 1983 edition document being revised, and will include a "Revised Jan 84" notation as a third line. All page numbers should be typed in the lower right-hand corner ONE INCH FROM THE BOTTOM AND RIGHT JUSTIFIED AT THE RIGHT HAND MARGIN, viz:

2N-14
Oct 83
Revised Jan 84

(Where text extends to within an inch of page bottom, page designation block should be located ONE DOUBLE SPACE BELOW final line of text.)

(e) Where additions to October text require, added pages will be identified as follows, using the placement instructions above:

2N-14a
Added Jan 84

(f) Draft copies of REPEAT guidance from the October edition SHOULD NOT be submitted unless the actual text has changed. Edit effort on matter being re-included without change creates unnecessary and time consuming effort for reviewing officials and delays them in releasing the text for

rewrite. Where paragraph numbers, POC names or related AO identification data represent the only changes, proponent POCs should assure that such administrative type corrections are made a part of the preparation of the FINAL submission. To minimize domino-effect reparagraphing, it is suggested that new paragraphs be grouped at the end of each proponent's section. Deleted paragraphs should list the existing number and state "DELETED", i.e.,

'Para. 14a through q: Deleted.'

(g) Total Army Workload data should be included in Volume I; only command-level workload information is appropriate for Volume III.

7. Attachment #1 of this enclosure is the milestone schedule for development and publication of Volume I; attachment #2 sets forth the latest POC listing for the various segments of the volume. Attachment #3 is the extract of the draft input format from CSR 11-6.

APPENDIX D
PROGRAM BUDGET GUIDANCE
(CSR 11-6)

Date: 12 Oct 83

SUBJECT:

3. (U) Analysis of Civilian Personnel Cost.

STATUS:

☐ New: SPECIFY: Sec _____ Para _____

☒ Change to most recent guidance listed below.

NARRATIVE:

a. (U) Civilian cost estimates included in Volume II, Chapter IV, Analysis of Civilian Personnel Costs exhibit are computed using the following rates and methodology based on guidance issued in OMB Circular A-11 dated 19 July 1983 Subject: Preparation and Submission of Budget Estimates and DOD 7110-1-M Budget Guidance Manual dated 22 July 1983. These procedures are used in order to audit trail the changes in average compensation between fiscal years as required by OSD and OMB. The 30 September 1983 CSFOR-78 Manpower Utilization Report is used for basic cost factor data. These basic cost factors were adjusted to reflect the annualization of the following FY 1982 pay increases included in the FY 1983 President's Budget based on guidance provided in Enclosure 1 of OASD (Comptroller) Memorandum dated 24 July 1981, subject: FY 1982 Revised and FY 1983 Budget Estimate Guidance.

Figure 5.1.3. October PBG Narrative

(1) Direct Hire FY 1982			
	<u>Effective Date</u>	<u>Percent Increase</u>	<u>Increase Effective in FY 1982</u>
U.S. Classified	1 Oct 81	4.80	4.80
U.S. General Merit Pay	1 Oct 81	4.80	4.80
U.S. Wage Grade	1 Oct 81	4.80	2.88
Classified Panamanians	1 Oct 81	4.80	4.80
Wage Grade Panamanians	1 Jan 82	4.80	3.60
Italians	Various	20.00	7.84
Koreans	1 Jul 82	23.00	5.75
Other Direct Hire	1 Jan 81	10.00	7.49
(2) Indirect Hire FY 1982			
	<u>Effective Date</u>	<u>Percent Increase</u>	<u>Increase Effective in FY 1982</u>
Germans	1 Mar 82	10.00	5.90
Japanese	1 Apr 81	6.00	9.00
Korean Service Corp	1 Jul 82	23.00	5.75
Other Indirect Hire	1 Apr 82	6.50	3.25

Figure 5.1.3 (Cont.). October PBG Narrative

The following pay rate increases were included in the FY 1984 President's Budget Submission based on guidance provided in Enclosure 1 of OASD (Comptroller) Memorandum dated 23 July 1982, subject: FY 1983 Revised and FY 1984 Budget Estimates Guidance with subsequent changes #1 and #2.

(1) Direct Hire FY 1983				Increase Effective in FY 1983
	Effective Date	Percent Increase		
U.S. Classified	1 Oct 82	4.00		4.00
U.S. General Merit Pay	1 Oct 82	4.00		4.00
U.S. Wage Grade	1 Oct 82	4.00		2.40
Classified Panamanians	1 Oct 82	4.00		4.00
Wage Grade Panamanians	1 Jan 83	4.00		3.00
Italians	Various	25.00		19.30
Koreans	1 Jul 83	20.00		5.00
Other Direct Hire	1 Jan 83	15.00		11.20
(2) Indirect Hire FY 1983				Increase Effective in FY 1983
	Effective Date	Percent Increase		
Germana	1 Mar 83	6.00		3.50
Japanese	1 Apr 82	6.00		9.00
Korean Service Corp	1 Jul 83	20.00		5.00
Other Indirect Hire	Various	20.00		7.50

The following pay rate increases were included in the FY 1985 OSD Budget Submission based on guidance provided in Enclosure 1 of OASD (Comptroller) memorandum dated 27 July 1983, subject: FY 1984 revised and FY 1985 budget estimates guidance.

Figure 5.1.3 (Cont.). October PBG Narrative

(3) Indirect Hire FY 1984			
	Effective Date	Percent Increase	Increase Effective in FY 1984
Germana	1 Mar 84	4.80	2.40
Japanese	1 Apr 83	6.00	9.00
Korean Service Corp	1 Jul 84	10.00	5.80
Other Indirect Hire	Various	13.50	4.25

(4) Indirect Hire FY 1985			
	Effective Date	Percent Increase	Increase Effective in FY 1985
Germana	1 Mar 85	4.80	2.40
Japanese	1 Apr 84	6.00	9.00
Korean Service Corp	1 Jul 85	10.00	5.80
Other Indirect Hire	Various	13.50	4.25

The civilian personnel costs are based on the following number of workdays in each Fiscal Year:

FY 1984	260
FY 1985	261
FY 1986	261
FY 1987	261
FY 1988	262
FY 1989	260

This exhibit reflects basic workyears only. An additional exhibit workyear report by command (Volume II, Chapter IV) is included which reflects both basic, overtime/holiday and full-time permanent workyears.

Figure 5.1.3 (Cont.). October PBG Narrative

b. (U) Overtime/Holiday Pay. HQDA budgeted amounts for overtime pay are estimated based upon the most recent actual utilization reported by each command and agency. Program increases for this category of pay are restricted to authorized pay increases, unless specific and justified workload increases are projected by a command. Overtime will be authorized only to meet essential needs as outlined in AR 570-4. Commands and agencies must maintain strict control of civilian overtime to insure that it is being authorized only where absolutely necessary and is in compliance with established procedures and standards for approval.

c. (U) Senior Executive Service. This category of personnel is separately identified in exhibits indicated in paragraph 3a above. Each year approximately one half of these positions are authorized bonuses ranging from 0-20 percent of base pay. HQDA includes bonus estimates in budget submissions. The FY 1985 OES Budget estimate includes the pay cap enacted by PL 97-377 which increased the maximum pay schedule rate to \$67,200 with the average for the Army equating to \$62,800. Additional TDA was provided for FY 1984 and out in the February 1983 Program and Budget Guidance.

d. (U) Budgeting for Merit Pay/Cash Awards Program. The Civil Service Reform Act of 1978, Public Law No. 95-434, Title V, Section 501 established a system of Merit Pay for Federal Managers and Supervisors in grades GS-13 through GS-15. Volume II, Chapter IV, Manpower and Cost Exhibits separately identifies this category of employee and allows merit pay cash awards to be increased from 12 - 32. Additional TDA was provided for FY 1984 and out in the February 1982 Program Budget Guidance.

e. (U) General Performance Appraisal System (GPAS) Cash Awards. Included in the Budget Estimates in exhibits indicated in paragraph 3a above are cost estimates for Sustained Superior Performance Awards increasing from 1-32 for employees whose performance is rated fully successful, 6-102 for employees rated highly successful, and 11-152 for employees rated exceptional.

f. (U) Health Benefits and Medicare Costs. The FY 1985 OES Budget includes the increased costs for government contributions resulting from increased health benefits rates (PL 97-346) and for the inclusion of Federal employees under the Medicare Program (PL 97-248) effective January 1983. TDA has been provided for FY 1984 and out in the February 83 Program and Budget Guidance.

g. (U) Hourly Rates of Compensation Change. The FY 1985 OES Budget includes a dollar resource reduction in compliance with Section 310(b)(1) of the Omnibus Reconciliation Act of 1982 (P.L. 97-253, as amended by P.L. 97-346), estimates for compensation for all employees (as defined in 5 U.S.C. 5504(b)) must be reflected, for FY 1984 and FY 1985, the requirement that hourly rates of compensation for such employees be determined by dividing the annual rate of basic pay by 2,087 rather than 2,080.

Figure 5.1.3 (Cont.). October PBC Narrative

APPENDIX B
PROGRAM BUDGET GUIDANCE
(CSR 11-6)

Date: 12 Oct 83

SUBJECT:

STATUS:

4. (U) Currency Fluctuation for ONA, AFN and MCA ☐ New: SPECIFY: Sec Para

NARRATIVE:

☒ Change to most recent guidance
listed below.

a. General. The Oct 1983 Program and Budget Guidance provided FY 1984 and outyears exchange rates for foreign currencies eligible under the Foreign Currency Fluctuations, Defense Fund. The current FY 1984 policy and procedures for treating currency fluctuations involving improved rates or declining rate of exchange as compared to budgeted rates specifies obligation at the budget rates and disbursement at actual rates. The surplus or "Profit" generated from improved rates accrues in the Foreign Currency Fluctuation Account at USAPAC or if declining rate exists the additional requirements are charged to the Foreign Currency Fluctuation Account at USAPAC. As profits accumulate at USAPAC they are later transferred to the Foreign Currency Fluctuation, Defense (PCF,D) Fund or when requirements for additional funding are generated, HQDA requests transfers from the PCF,D Fund. There was no FY 84 appropriation for Foreign Currency Fluctuation, Construction, Defense (PCF,C,D) or Army Family Housing (AFH).

Figure 5.1.3 (Cont.). October PBG Narrative

b. FY 1984 OMA Exchange Rates. The FY 1984 column of the FY 1985 OSD Budget Submission was based on the following exchange rates provided in the 27 July 1983 OASD (Comptroller) Memorandum, subject: FY 1984 Revised and FY 1985 Budget Estimates Guidance. Subsequently, OASD (Comptroller) issued Memorandum, subject: Revised FY 1984 Foreign Currency Execution Rates dated 29 September 1983 directing all services to execute on the following currency obligation rates. OMA funding authorization documents will be issued reducing annual funding program based on revised execution rates issued by OSD on 29 September 1983. The AFM Appropriation is currently funded at the FY 1985 OSD Budget Submission exchange rates of 2.56 German Deutschmark and 276.70 Japanese Yen to the U.S. dollar. The FY 1984 Appropriation Act is expected to include the revised rates provided by OSD in the 29 Sep 1983 Memorandum.

FY 1984		
	FY 1985 OSD Budget	OSD Execution Rates
	Submission	
Belgium Franc	49.63	34.05
Canadian Dollar	1.22	1.23
Danish Krone	9.00	9.69
German Deutschmark	2.56	2.71
French Franc	7.24	8.10
Greek Drachma	72.15	92.59
Italian Lira	1,469.00	1,666.67
Japanese Yen	276.70	276.70
Netherlands	2.78	3.01
Norwegian Krone	7.24	7.49
Portuguese Escudo	90.00	125.00
Spanish Peseta	117.27	151.52
Turkish Lira	176.15	238.10
United Kingdom	.60	.67

c. FY 1985 and Outyear Exchange Rates. The FY 1985 and outyears were revised in the FY 1985 OSD Budget Submission based on the guidance issued in OASD (Comptroller) Memorandum, subject: Revised FY 1984 Foreign Currency Execution Rates dated 29 September 1983.

Figure 5.1,3 (Cont.). October PBG Narrative

FY 1985 and Outyears

Belgium Franc	50.80/\$
Canadian Dollar	1.23/\$
Danish Krone	9.04/\$
French Franc	7.57/\$
German Deutschemark	2.52/\$
Greek Drachma	84.35/\$
Italian Lira	1,494.50/\$
Japanese Yen	237.21/\$
Dutch Guilder	2.82/\$
Portuguese Escudo	105.00/\$
Spanish Peseta	144.03/\$
Turkish Lira	216.35/\$
British Pound	.65/\$
Norwegian Krone	7.24/\$

Figure 5.1.3 (Cont.). October PBG Narrative

**APPENDIX D
PROGRAM BUDGET GUIDANCE
(CSR 11-6)**

Date: 3 Feb 84

SUBJECT:

STATUS:

3. (U) Analysis of Civilian Personnel Cost.

☐ New: SPECIFY: Sec Para

NARRATIVE:

☒ Change to most recent guidance listed below.

a. (U) Civilian cost estimates included in Volume II, Chapter IV, Analysis of Civilian personnel costs exhibit are computed using the following rates and methodology based on guidance issued in OMB Circular A-11 dated 19 July 1983 Subject: Preparation and Submission of Budget Estimates and DOD 7110-1-M Budget Guidance Manual dated 22 July 1983 and foreign currency rates reflected in paragraph 4 below. These procedures are used in order to audit trail the changes in average compensation between fiscal years as required by OSD and OMB. The 30 September 1982 CSFOR-78 Manpower Utilization Report was used for basic cost factor data. These basic cost factors were adjusted to reflect the annualization of the following FY 1982 pay increases included in the FY 1983 President's Budget based on guidance provided in Inclosure 1 of OASD (Comptroller) Memorandum dated 24 July 1981, subject: FY 1982 Revised and FY 1983 Budget Estimate Guidance.

DACA-BUA Mr. Stoshenko 24/1/84
DACS-DIDA J. H. Hutton 24/1/84
DACA-CAN Mr. Stoshenko 24/1/84
DACA-ORR Mr. Stoshenko 24/1/84

FEB 11 1984
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Author: Mrs. Rogers
Approved By: J. H. Hutton
Init/Typed (Prtd) Name: J. H. Hutton
Office: DACA-ORR Ext: 77669

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Figure 5.1.4. January PBG Narrative

(1) Direct Hire FY 1982			
	<u>Effective Date</u>	<u>Percent Increase</u>	<u>Increase Effective in FY 1982</u>
U.S. Classified	1 Oct 81	4.80	4.80
U.S. General Merit Pay	1 Oct 81	4.80	4.80
U.S. Wage Grade	1 Oct 81	4.80	2.88
Classified Panamanians	1 Oct 81	4.80	4.80
Wage Grade Panamanians	1 Jan 82	4.80	3.60
Italians	Various	20.00	7.84
Koreans	1 Jul 82	23.00	5.75
Other Direct Hire	1 Jan 81	10.00	7.49
(2) Indirect Hire FY 1982			
	<u>Effective Date</u>	<u>Percent Increase</u>	<u>Increase Effective in FY 1982</u>
Germans	1 Mar 82	10.00	5.90
Japanese	1 Apr 81	6.00	9.00
Korean Service Corp	1 Jul 82	23.00	5.75
Other Indirect Hire	1 Apr 82	6.50	3.25

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Figure 5.1.4 (Cont.). January PBG Narrative

The following pay rate increases were included in the FY 1984 President's Budget Submission based on guidance provided in Enclosure 1 of OASD (Comptroller) Memorandum dated 23 July 1982, subject: FY 1983 Revised and FY 1984 Budget Estimates Guidance with subsequent changes #1 and #2.

(1) Direct Hire FY 1983			Increase Effective in FY 1983
U.S. Classified	1 Oct 82	4.00	4.00
U.S. General Merit Pay	1 Oct 82	4.00	4.00
U.S. Wage Grade	1 Oct 82	4.00	2.40
Classified Panamanians	1 Oct 82	4.00	4.00
Wage Grade Panamanians	1 Jan 83	4.00	3.00
Italians	Various	25.00	19.30
Koreans	1 Jul 83	20.00	5.00
Other Direct Hire	1 Jan 83	15.00	11.20
(2) Indirect Hire FY 1983			Increase Effective in FY 1983
Germans	1 Mar 83	6.00	3.50
Japanese	1 Apr 82	6.00	9.00
Korean Service Corp	1 Jul 83	20.00	5.00
Other Indirect Hire	Various	20.00	7.50

The following pay rate increases were included in the FY 1985 President's Budget Submission based on guidance provided in Enclosure 1 of OASD (Comptroller) memorandum dated 27 July 1983, subject: FY 1984 revised and FY 1985 budget estimates guidance and OASD (Comptroller) Memorandum dated 28 December 1983, subject: FY 1985 President's Budget - Justification books for Congressional Committees.

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Figure 5.1.4 (Cont.). January PBG Narrative

(1) Direct Hire FY 1984	Effective Date	Percent Increase	Increase Effective in FY 1984
U.S. Classified	1 Jan 84	3.50	2.65
U.S. General Merit Pay	1 Jan 84	3.50	2.65
U.S. Wage Grade	1 Jan 84	3.50	1.59
Classified Panamanians	1 Jan 84	4.00	3.00
Wage Grade Panamanians	1 Jan 84	4.00	3.00
Italians	Various	25.00	19.30
Koreans	1 Mar 84	10.00	5.80
Other Direct Hire	1 Jan 84	13.50	10.10

(2) Indirect Hire FY 1984	Effective Date	Percent Increase	Increase Effective in FY 1984
German	1 Mar 84	4.80	2.40
Japanese	1 Apr 83	6.00	9.00
Korean Service Corp	1 Jul 84	10.00	5.80
Other Indirect Hire	Various	13.50	4.25

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Figure 5.1.4 (Cont.). January PBG Narrative

(3) Indirect Hire FY 1985		Effective Date	Percent Increase	Increase Effective in FY 1985
Germana		1 Mar 85	4.80	2.40
Japanese		1 Apr 84	6.00	9.00
Korean Service Corp		1 Jul 85	10.00	5.80
Other Indirect Hire		Various	13.50	4.25

The civilian personnel costs are based on the following number of workdays in each Fiscal Year:

FY 1984	260
FY 1985	261
FY 1986	261
FY 1987	261
FY 1988	262
FY 1989	260

The May 1984 Program Budget Guidance (PBG) will reflect a recosting based on the 30 September 1983 Actuals and will be the basis for submission of the FY 1985/FY 1986 Command Operating Budget (COB) Schedule 4.

This exhibit reflects basic workyears only. An additional exhibit workyear report by command (Volume II, Chapter IV) is included which reflects both basic, overtime/holiday and full-time permanent workyears.

b. (U) Overtime/Holiday Pay. HQDA budgeted amounts for overtime pay are estimated based upon the most recent actual utilization reported by each command and agency. Program increases for this category of pay are restricted to authorized pay increases, unless specific and justified workload increases are projected by a command. Overtime will be authorized only to meet essential needs as outlined in AR 570-4. Commands and agencies must maintain strict control of civilian overtime to insure that it is being authorized only where absolutely necessary and is in compliance with established procedures and standards for approval.

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Figure 5.1.4 (Cont.). January PBG Narrative

c. (U) Senior Executive Service. This category of personnel is separately identified in exhibits indicated in paragraph 3a above. Each year approximately one half of these positions are authorized bonuses ranging from 0-20 percent of base pay. HQDA includes bonus estimates in budget submissions. The FY 1985 President's Budget estimate includes the pay cap enacted by PL 97-377 which increased the maximum pay schedule rate to \$67,200 with the average for the Army equating to \$62,800. Additional TOA was provided for FY 1984 and out in the February 1983 Program and Budget Guidance. Executive Order 12456 dated 30 December 1983, subject: Adjustments of Certain Rates of Pay and Allowances, increased the maximum pay schedule rate to \$69,600. This change will be reflected in the May 1984 PBC.

d. (U) Budgeting for Merit Pay/Cash Awards Program. The Civil Service Reform Act of 1978, Public Law No. 95-454, Title V, Section 501 established a system of Merit Pay for Federal Managers and Supervisors in grades GS-13 through GS-15. Volume II, Chapter IV, Manpower and Cost Exhibits separately identifies this category of employee and allows merit pay cash awards to be increased from 1% - 3%. Additional TOA was provided for FY 1984 and out in the February 1982 Program Budget Guidance.

e. (U) General Performance Appraisal System (GPAS) Cash Awards. Included in the Budget Estimates in exhibits indicated in paragraph 3a above are cost estimates for Sustained Superior Performance Awards increasing from 1-5% for employees whose performance is rated fully successful, 6-10% for employees rated highly successful, and 11-15% for employees rated exceptional.

f. (U) Health Benefits and Medicare Costs. The FY 1985 President's Budget includes the increased costs for government contributions resulting from increased health benefits rates (PL 97-346) and for the inclusion of Federal employees under the Medicare Program (PL 97-248) effective January 1983. TOA has been provided for FY 1984 and out in the February 83 Program and Budget Guidance.

g. (U) Hourly Rates of Compensation Change. The FY 1985 President's Budget includes a dollar resource reduction in compliance with Section 310(b)(1) of the Omnibus Reconciliation Act of 1982 (P.L. 97-253, as amended by P.L. 97-346), estimates for compensation for all employees (as defined in 5 U.S.C. 5504(b)) must be reflected, for FY 1984 and FY 1985 the requirement that hourly rates of compensation for such employees be determined by dividing the annual rate of basic pay by 2,087 rather than 2,080. The October 1983 PBC reflected this change effective October 1983. The effective date was changed to January 1984 by P.L. 97-346 making it effective for 9 months instead of 12 months. The result of this change is reflected in this PBC.

h. (U) FY 1984 Pay Supplemental. The Department of The Army's FY 1984 Civilian Pay Raise is estimated at \$212.4 million for direct hire employees in Military Function Appropriations based on rates provided above. The Army is requesting \$172.5 million as part of the FY 1984 DoD Pay Supplemental and absorbing \$39.5 million. The appropriation distribution follows:

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Figure 5.1.4 (Cont.). January PBC Narrative

	Amounts (\$ in Thousands)		
	Supplemental Request	Absorption	Total Requirement
Operation and Maintenance, Army	\$149,530	\$15,057	\$165,387
Operation and Maintenance, Army National Guard	12,950	34	12,984
Operation and Maintenance, Army Reserve	6,740	419	7,159
National Board For The Promotion of Rifle Practice	10	-	10
Family Housing, Army	3,240	-	3,240
Research, Development, Test, and Evaluation, Army	-	15,888	15,888
Military Construction, Army	-	7,192	7,192
Military Construction, Army Reserve	-	94	94
Total	\$172,470	\$39,484	\$211,954

The full impact of the FY 1984 Pay Raise is reflected in the PBG based on rates provided above. The Operation and Maintenance, Army Appropriation will fund the total pay requirement for FY 1984 to the commands upon congressional enactment of the Pay Supplemental.

1. (U) FY 1984 Program Supplemental. The Department of the Army is requesting additional civilian pay funds from Congress for the following:

(1) The "Federal Employees' Retirement Contribution Temporary Adjustment Act of 1983 (P.L. 98-21). Under the Social Security Amendments of 1983, new Federal employees who begin employment after 1 January 1984 will be covered under Social Security. Federal Employees hired after 31 December 1983 will be fully covered under both Social Security and the civil service retirement system during a two year transition

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Figure 5.1.4 (Cont.). January PBG Narrative

period ending 1 January 1986. During this period, employees will pay the full social security tax and contribute 1.3 percent of pay to the Civil Service Retirement System. Employing Agencies will continue to make their normal contribution and the amount actually contributed to the Civil Service Retirement System will be made up by the Treasury Department at the close of FY's 84, 85, and 86. At the end of the transition period, newly hired employees will be transferred to a new yet-to-be developed Supplemental Retirement plan.

(2) FY 1984 Federal Employees Health Benefits Program. Based on revised rates issued by the Office of Personnel Management (OPM), Agency Contributions rates increased effective the first pay period beginning in January 1984.

The impact of the FY 1984 Program Supplemental is reflected in the PGC estimates. The Operation and Maintenance, Army Appropriation will fund the FY 1984 requirement to commands upon Congressional enactment of the FY 1984 Program Supplemental.

j. This office will be conducting a review of the audit trail funding for civilian personnel reflected in the PGC Resource Trails Volume II. The purpose of the review is to improve the relationship of manpower changes reflected in Volume III to funding Resource Trails in Volume II. Also, to insure common identifiers are used for funding adjustments for pay raises, health benefits, etc. The result of this review and implementation of changes will be reflected in the May 1984 PGC.

k. Funding adjustments resulting from implementation of Program Budget Decision(PBD) 671/671R subject: DoD Management Headquarters are not included in this PGC based on late receipt of final decision. The funding transfers will be reflected in the May 1984 PGC while the manpower ACTNO's are reflected in Volume III of this PGC.

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Figure 5.1.4 (Cont.). January PGC Narrative

APPENDIX D
PROGRAM BUDGET GUIDANCE
(CSK 11-6)

Date: 3 FEB 84

SUBJECT:

STATUS:

4. (U) Currency Fluctuation for OMA, AFH and MCA

☐ New: SPECIFY: Sec Para

NARRATIVE:

☒ Change to most recent guidance
listed below.

a. General. The Jan 1984 Program and Budget Guidance provides FY 1984 and outyears exchange rates for foreign currencies eligible under the Foreign Currency Fluctuations, Defense Fund. The current FY 1984 policy and procedures for treating currency fluctuations involving improved rates or declining rates of exchange as compared to budgeted rates specify obligations at the budget rates and disbursement at actual rates. The surplus or "Profit" generated from improved rates accrues in the Foreign Currency Fluctuation Account at USAFAC or if declining rates exist the additional requirements are charged to the Foreign Currency Fluctuation Account at USAFAC. As profits accumulate at USAFAC they are later transferred to the Foreign Currency Fluctuation, Defense (FCF,D) Fund or when requirements for additional funding are generated, HQDA requests transfers from the FCF,D Fund. There is no FY 84 appropriation requested for Foreign Currency Fluctuation, Construction, Defense (FCF,C,D) or Army Family Housing (AFH).

DACA-BUA
DACS-DPD

John J. Stambaugh

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Figure 5.1.4 (Cont.). January PBG Narrative

b. FY 1984 OMA Exchange Rates. The FY 1984 column of the FY 1985 President's Budget Submission was based on the following exchange rates provided in the Program Budget Decision (PBD) 620 Congressional/Adjustments dated 15 December 1983. OSD (Comptroller) Memorandum, subject: Revised FY 1984 Foreign Currency Execution Rates dated 29 September 1983 directing all services to execute on the following currency obligation rates. These are the rates to be used for FY 1984 when developing your FY 1985/FY 1986 Command Operating Budget Schedule 12. The APH Appropriation is currently funded at the FY 1985 President's Budget Submission exchange rates of 2.72 German Deutschmark and 234.69 Japanese Yen to the U.S. dollar. The FY 1984 Appropriation Act included the OSD Execution rates provided by OSD in the 29 Sep 1983 Memorandum.

	FY 1984	
	FY 1985 President's Budget Submission	FY 1984 Appropriation Act 6 OSD Execution Rates
Belgium Franc	55.25	54.05
Canadian Dollar	1.24	1.23
Denish Krone	9.83	9.69
German Deutschmark	2.72	2.71
French Franc	8.26	8.10
Greek Drachma	97.04	92.59
Italian Lira	1,647.45	1,666.67
Japanese Yen	234.69	276.70
Netherlands	3.044	3.01
Norwegian Krone	7.54	7.49
Portugese Escudo	129.87	125.00
Spanish Peseta	156.25	151.52
Turkish Lira	255.10	238.10
British Pound	.69	.67

c. FY 1985 and Outyear Exchange Rates. The FY 1985 and outyears were revised in the FY 1985 President's Budget Submission based on the Guidance issued in OSD (Comptroller) PBD's 663, 663R Foreign Currency dated 15 December 1983 and, PBD 620 Congressional/Adjustments dated 15 December 1983. These are the rates to be used when developing your FY 1985/FY 1986 Command Operating Budget Schedule 12.

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Figure 5.1.4 (Cont.). January PBG Narrative

FY 1985 and Outyears

Belgium Franc	55.25
Canadian Dollar	1.24
Danish Krone	4.81
French Franc	8.26
German Deutschemark	2.72
Greek Drachma	97.09
Italian Lira	1,647.45
Japanese Yen	236.09
Dutch Guilder	3.044
Portuguese Escudo	129.87
Spanish Peseta	156.25
Turkish Lira	255.10
British Pound	.69
Norwegian Krone	7.54

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Added Jan 84

Figure 5.1.4 (Cont.). January PBG Narrative

ROLLS AND SPLITS CONTAINED IN MAY 84 PBC

1. ROLLS AND SPLITS (NON-MEIS).

a. Rolling of two or more PDIPs together into a single PDIP or splitting a single PDIP into more than one PDIP was undertaken to repack the Army's program into a more coherent form for review by the functional area prioritization panels, and

b. Functional staff agencies at HQDA reviewed their PDIPs and recommended changes to the PDIP structure that would improve the management of them. These approved changes were incorporated in the rolls and splits listed in the following table starting on the next page.

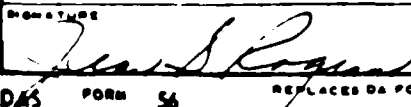
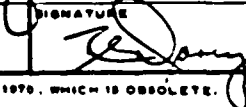
Figure 5.1.5. May PBC Narrative

2. ROLLS AND SPLITS (MRIS).

a. MRIS PDIPS from POM 85-89 (most FPs and EX's) were transfigured from POM 86-90 as follows:

- 1) MRIS systems were divided into major systems and non-major systems. Major systems (approximately 48) retained individual system identity. Non-major systems were grouped by commodity in one of the seven commodity PDIP's (ACFT, AMMO, MSLS, WTCV, OPA1, OPA2, OPA3). All displaced systems were treated as non-major systems; but placed into a separate "Displaced System" PDIP.
- 2) In the major systems HQDA made these system unique taking all indirect or related costs out of the PDIP and placing these costs in 3 other "group" PDIP's (Phase Out costs, non-system unique MILCOM, and BASEOPS). These PDIP's do not have individual system identity.
- 3) Additionally, for the major systems only, total costs were used. All "C" record costs (or "offset savings" from no longer using the old equipment once the new system is fielded) were subtracted from the CORE. In previous PQMS these costs had been taken from the system PDIP.
- 4) The major systems costs were then placed into PDIP's according to the following breakout:
 - a) FL PDIP's. These PDIP's contain all one time resources to field the equipment and all recurring resources to operate it in its initial year of fielding.
 - b) TL PDIP's. These PDIP's contain all P2, P3, P8, P9 resources required to sustain the equipment in years subsequent to the initial year of fielding. All military manpower and reserve component costs are also in these PDIP's.
 - c) SL PDIP's. These PDIP's contain RUT&E and Procurement funds to develop and buy equipment; Construction funds for system unique requirements and all one time resources all remaining resources necessary to sustain the equipment in years subsequent to the initial year of fielding.
- b. These approved changes were incorporated in the MRIS Rolls and Splits listed in the following table starting on the next page.

Figure 5.1.5 (Cont.). May PBG Narrative

DATA PROCESSING REQUEST (DPR)		Date 7 May 1984	REPORTS CONTROL SYMBOL
For use of this form, see DA FORM 10-1, the program agency to OCSA.		REQUEST NUMBER TB-0041-84	PRIORITY
TO: USAMSSA Mr. Rink	FROM: DACA-OPD	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
SYSTEM REQUEST OR SYSTEM PBS-FORDIMS			
OUT-OF-DATE DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Update PBS-FORDIMS to reflect May 84 PBC			
REQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 1984-1990 (Live Approved position - FY 1986 - 1990 PCM position)			
SYSTEM DESCRIPTION (Such as internal designations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions for producing the FY 1984 May PBC costed position			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE 15 May 1984	
Output: See enclosure Contact: Mrs. Rogers/77669 Deliver: Call when ready			
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Ms. Alice Frapolli/50315	
SIGNATURE 		SIGNATURE  R. E. DANCY LTC, PC Finance and Accounting Officer	

DA FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 5.1.6. FORDIMS-P/BS Update DPR

INSTRUCTIONS TO UPDATE PBS-FORDIMS TO REFLECT MAY 1984 PBC

1. Produce the following reports to verify start point. (FY 1986 - FY 1990 POM Submission).

a. DCSPER Summary Reports (RX5-324, RX5-325)

- 1) Approved FY 1986 - 1990 POM Submission (Budget)
- 2) Extended FY 1986 - 1990 POM (PBC)

b. OP-8, 8A, 10 FY 1986 - 1990 POM Submission (RX5-521)

2. Upon verification of start point, load to TC file. Trial approve the following ACTNO's. These are Pay Raise and Foreign Currency Rate Changes etc.

- | | |
|-------------------------|--|
| a. MEDIC62E
MEDIC62U | Annualization Cost of MEDICARE Rate Increases -
Estimate and Update. |
| b. PAYR85RI | FY 1985 Pay Raise Increase Regular - Indirect Hire -
For FY 86-90 POM - Estimate and Update |
| c. PAYR85FI | FY 1985 Pay Raise Increase - FNSA Indirect Hire -
For FY 86-90 POM - Estimate and Update |
| d. CURRY85A | Foreign Currency Adjustment from 2.71 DM to 2.72 DM
This reflects the FY 1985 President's Budget level -
Estimate and Update. |
| e. CURRY85B | Foreign Currency Adjustment from 2.72 DM to 3.22 DM
This reflects the FY 1985 Proposed Congressional
Mark - Estimate and Update. |
| f. CURRY86A | FY 86 Foreign Currency Adjustment to Align with
FY 86-90 POM 3.22 DM to 3.07 DM. Estimate and
Update. |

Note. CURRY86A must be rerun in CBS. This means that the CURRY85B file must have the CURRY86A estimate and update run in CBS and that ACTNO added to the TC File. The PAYR86RI and PAYR86FI are not included in the PBC for this reason the CURRY86A must be rerun.

3. Reverse the signs on the attached list of ACTNO's ("F" Transactions) and trial approved.

4. Produce the following reports for verification of PBC position.

a. OP-8, 8A, 10 (RX-5-521)

b. Audit Trail by ACTNO (RX-5-516)

5. Upon verification of above, run 6 copies of the following reports on a priority basis for fiscal years 1984-1990 with May 1984 PBG Position in the Header.

a. Command Workpapers (RKS-506)

b. Workyear by Command (PQ-0904)

6. Produce 90 copies of microfiche for reports listed in paragraph 5 above.

Encl 1

Figure 5.1.6 (Cont.). FORDIMS-P/BS Update DPR

5 May 84

F's retained at POM, not washed

839984	retain	Civilian
839985	retain	Civilian
839986	retain	Civilian
839987	retain	Civilian
839997	retain	Military
839998	retain	Civilian
839999	retain	Civilian

New F's for Pom Cycle

840495	Military
840496	Military
840497	not used
840498	Civilian
840499	Civilian
840500	Military
840501	Military
840502	Civilian (FOA)

840503-505 possible balance actnos

506

Encl 2

Figure 5.1.6 (Cont.). FORDIMS-P/BS Update DPR

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5.2 Recosting of Manpower Based on Pay Adjustment

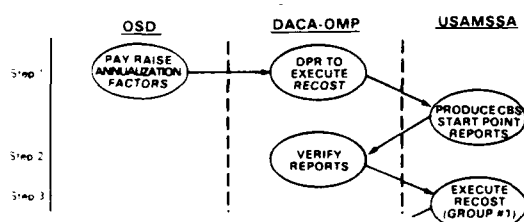
5.2.1 General

The recosting of manpower based on actuals brings the manpower costs current with the rates existing at the end of the previous FY. A number of other factors and changes affect the file for the current and future years. These factors and changes include annualization of various FY pay raises, future FY raises, foreign currency rate changes, benefits increases, etc. Each of these factors must be individually applied to the program and verified.

The entire process is shown in the flow chart, Figure 5.2.1.

5.2.2 Initial Adjustments

Step 1 DACA-OMP prepares and forwards to USAMSSA a DPR which requests the recomputation of manpower costs based on the known and forecast changes in civilian pay (Figure 5.2.2).



The instructions establish and request reports based on the selected start point, which is the recosted position based on prior year actuals, described in paragraph 4.4. The DPR instructions separate the up-

date programs into two groups. The first group contains programs that have been implemented (e.g., high grade pay cap), adjustments that have been approved (e.g., pay raises), and other changes that are certain to be implemented. The second group contains actions that may experience changes in amounts, effective dates, or other factors before being implemented.

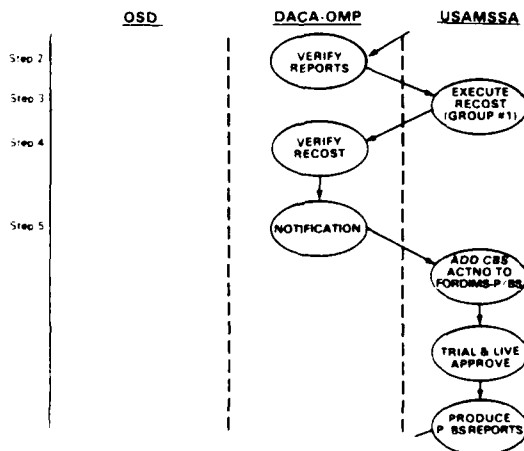
Step 2 The start point reports (RK5_521) (Part III, Section 2) produced by USAMSSA are reviewed to verify that they correspond

to the designated start position. The verification is accomplished by comparing specific line entries in the start point reports with the identical lines in the final recosted reports produced in the recosting process described in paragraph 4.4.

Step 3 Upon verification of the start point, USAMSSA is notified to execute the first group of recost programs and produce the required reports. Each recost operation is executed separately. After each operation the required reports reflecting only that operation are produced. The required reports are the OP-8, 8A, and 10 (PQ020PX6), Appropriation Workpapers (PQ0281XY), Appropriation Workpapers FNSA (PQ0287X6), and Audit Trail by ACTNO (PQ0274X6). Examples of these reports were shown in Figures 4.4.4, 4.4.5, 4.4.6, and 4.4.7.

5.2.3 Verification

Step 4 After each program in the first group of actions is completed, the verification of those operations is made. The



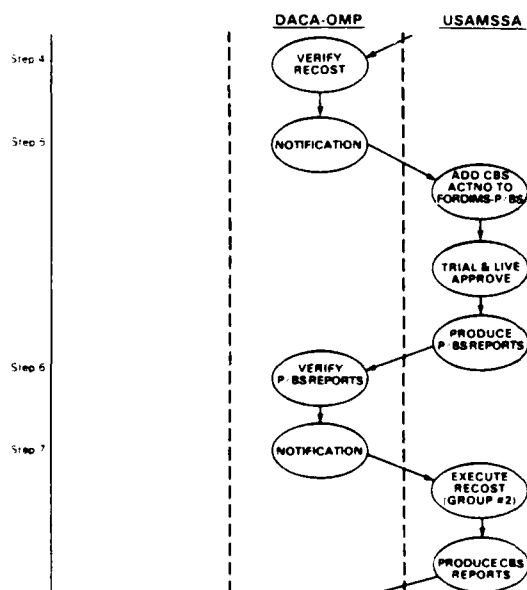
verification is performed by multiplying the BCOMP figure for a specific line in the start point reports by the appropriate cost factor. (The "appropriate cost factor" is the factor by which a specific event changes the individual manpower costs. For example, for a FY pay raise of 3%, the appropriate cost factor would be ".03.") The result should

be equal to the BCOMP for that same line in the work papers produced after executing the program. In the same manner, the appropriate cost factors are individually multiplied by

the total dollars for OTIME, BBENE, FECMP, and SVPAY listed in the appropriate start point reports. The results are compared with the respective dollar amounts in the regular appropriation work papers for OTIME and BBENE and in the appropriation work papers FNSA for FECMP and SVPAY. The process is repeated for other lines (different CTYPE in different APCAT and AMSCO) until satisfied that the program was correctly executed.

Step 5 After the reports have been verified, USAMSSA is notified to add to FORDIMS-P/BS the ACTNO or ACTNOs that are generated by executing the individual update programs, trial and live approve the ACTNO, and produce the OP-8, 8A, and 10 (RK5_521) reports (Part III, Section 2).

Step 6 The OP-8, 8A, and 10 reports are verified by comparing them

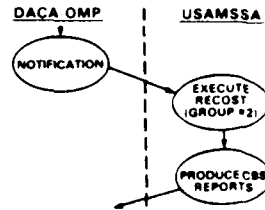


to the individual CBS reports generated and verified in Step 4 above. The verification is accomplished by comparing numbers for ES total, FTP, MY and total compensation and benefits on the TOTAL CIVILIAN PERSONNEL line under TOTAL MILITARY FUNCTION aggregation in the P/BS OP-8, 8A, and 10 (RK5_521) with the numbers on corresponding lines in the CBS OP-8, 8A, and 10 (PQ020PX6).

5.2.4 Additional Adjustments

Step 7 The updates contained in the second group of actions submitted by DACA-OMP are individually executed in CBS and the same

Step 7



reports that are described in Step 3 above are produced following each individual program run.

Step 8

Each set of reports is verified as described in Step 4 above.

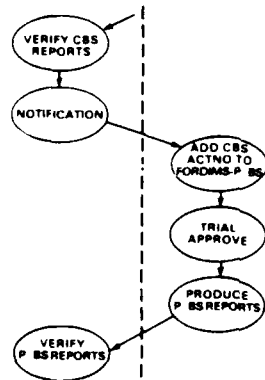
Step 9

After DACA-OMP verifies each report, USAMSSA is notified to add the ACTNO generated by CBS to FORDIMS-P/BS in an unapproved status, trial approve them, and produce the OP-8, 8A and 10 (RK5_521) for verification. These are not live approved because they are subject to change.

Step 8

Step 9

Step 10



Step 10

The OP-8, 8A, and 10 are verified as described in Step 6 above.

ACTION: Recosting of Manpower Based On Pay Adjustment

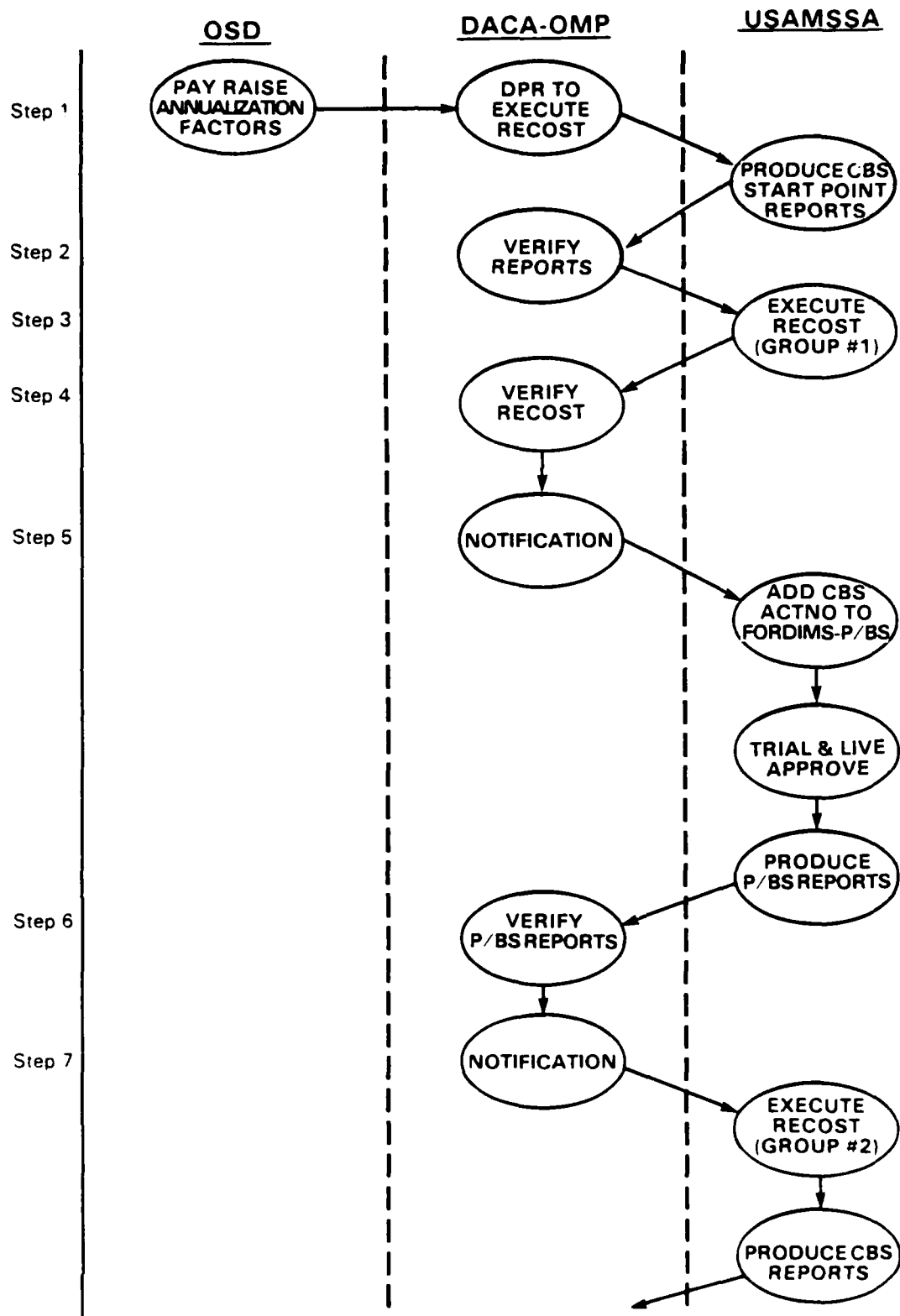


Figure 5.2.1. Recosting of Manpower Based on Pay Adjustment
Flow Chart

**ACTION: Recosting of Manpower Based
On Pay Adjustment
(Continued)**

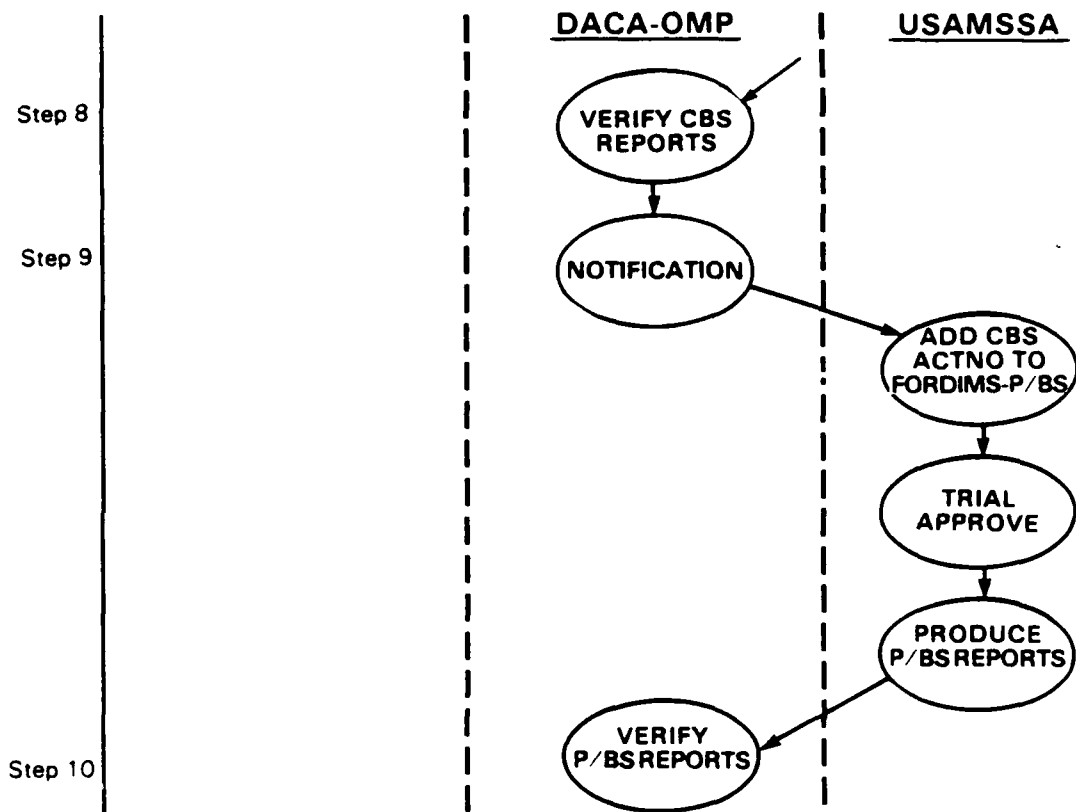


Figure 5.2.1 (Cont.). Recosting of Manpower Based on Pay Adjustment
Flow Chart

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-41 the proponent agency is OC3A.</small>		DATE 7 May 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TR-0038-84	PRIORITY
TO: USAMSSA Attn: Mr. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input checked="" type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM P/BS- FORDIMS, CBS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Update for Pay Raises, Foreign Currency, etc.			
FREQUENCY <input type="checkbox"/> RECURRING (Indicate frequency) <u>As Required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) P/BS-FORDIMS FY 84-90 (Live File CBS FY 84-90)			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions for processing pay raise, Foreign Currency changes, etc.			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE 11 May 1984	
Output: See Encl 1 Contact: Mrs. Rogers/77669 Deliver: Call when ready			
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. JEAN S. ROGERS/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Alice Frapolli/50315	
SIGNATURE		SIGNATURE	

DAS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1976, WHICH IS OBSOLETE.

Figure 5.2.2. Recosting DPR (Pay Adjustment)

INSTRUCTIONS FOR PROCESSING PAY INCREASES, FOREIGN CURRENCY ADJUSTMENTS ECT.
FOR THE FY 1986 BUDGET

1. The following steps will be followed to complete pay increases and foreign currency fluctuations adjustments:

a. Identify the start point as the recosted base file generated as a result of implementation of DPR TB-0036-84.

b. Produce the following reports for verification of start point.

1) OP-8, 8A, 10 (RK5B521Y)

2. Run the following EASYTRIEVE and ASKIT/CALIT Retrieval programs against CBS recosted position:

- | | |
|---------------------------|---|
| a. PAY83AN | Annualization of FY 1983 Pay Raises for Direct and Indirect Hire - Estimate and Update. |
| b. SENIOR61 | Annualization of FY 1983 Senior Executive Pay Cap for FY 1983 - Estimate and Update. |
| c. HIGHGR61 | Annualization of FY 83 High Grade Pay Cap for FY 84-90 - Estimate and Update. |
| d. HOURLCHGE
HOURLCHGU | Annual Hourly Rate Change from 2080 to 2087 - Estimate and Update. |
| e. MEDIC61E
MEDIC61U | Annualization Cost of MEDICARE Rate starting in FY 1983 - Estimate and Update. |
| f. SOCIALSE
SOCIALSU | Social Security Change for new employees beginning in FY 1984 - Estimate and Update. |
| g. HEALT61E
HEALT61U | Health Benefits Open Season Oct - Dec 83 for FY 84 Only - Estimate and Update. |
| h. HEALT62E
HEALT62U | Health Benefits Open Season Oct - Dec 83 for FY 85-90 - Estimate and Update. |
| i. PAY84RD | FY 84 Pay Raise 3.5% - Direct and Indirect Hire Regular - Estimate and Update. |
| j. PAY84FN | FY 84 Pay Raise - FNSA - Direct and Indirect Hire - Estimate and Update. |
| k. CURRFY84 | Foreign Currency Adjustment from 2.95 DM to 2.71 DM - Estimate and Update. |

Encl 1

Figure 5.2.2 (Cont.). Recosting DPR (Pay Adjustment)

3. Produce the following reports for verification after each of the above programs have been run.

- a. OP-8, 8A, 10 (PQ020PX6)
- b. Appropriation Workpapers (PQ0281XY)
- c. Audit Trail by ACTNO (PQ074X6)
- d. Appropriation Workpapers for FNSA

4. Upon verification of the above reports add the ACTNO's generated by para 2. above to P/BS - FORDMIS and trial/live approve and produce the following reports for verification after each live approval.

- a. OP-8, 8A, 10 (RK5B521Y)

5. Run the following EASYTRIEVE and ASKIT/CALIT Retrieval Programs against CBS:

- a. MEDIC62E Annualization Cost of MEDICARE Rate Increases -
MEDIC62U Estimate and Update.
- b. PAY84R05 FY 1984 Pay Raise increase of .5% equating to a FY
 84 Increase of 4.0% for U. S. Citizens - Estimate and
 Update.
- c. PAY85RI FY 1985 Pay Raise Increase Regular - Indirect Hire -
 For FY 86-90 POM - Estimate and Update
- d. PAY85FI FY 1985 Pay Raise Increase - FNSA Indirect
 Hire - For FY 86-90 POM - Estimate and Update
- e. CURRY85A Foreign Currency Adjustment from 2.71 DM to 2.72 DM
 This reflects the FY 1985 President's Budget level
 - Estimate and Update.
- f. CURRY85B Foreign Currency Adjustment from 2.72 DM to 3.22 DM
 This reflects the FY 1985 Proposed Congressional
 Mark - Estimate and Update.
- g. PAY86RI FY 86 Indirect Hire Pay Increase Regular - Estimate
 and Update.
- h. PAY86FI FY 86 Indirect Hire Pay Increase FNSA - Estimate
 and Update.
- i. CURRY86 FY 86 Foreign Currency Adjustment to Align with
 FY 86-90 POM 3.22 DM to 3.07 DM. - Estimate and
 Update
- j. PAY87RI FY 87 Indirect Hire Pay Increase Regular - Estimate
 and Update.

Figure 5.2.2 (Cont.). Recosting DPR (Pay Adjustment)

- k. PAY87FI FY 87 Indirect Hire Pay Increase FNSA - Estimate and Update.
 - l. PAY88RI FY 88 Indirect Hire Pay Increase Regular - Estimate and Update.
 - m. PAY88FI FY 88 Indirect Hire Pay Increase FNSA - Estimate and Update.
 - n. PAY89RI FY 89 Indirect Hire Pay Increase Regular - Estimate and Update.
 - o. PAY89FI FY 89 Indirect Hire Pay Increase FNSA - Estimate and Update.
 - p. PAY90RI FY 90 Indirect Hire Pay Increase Regular - Estimate and Update
 - q. PAY90FI FY 90 Indirect Hire Pay Increase FNSA - Estimate and Update.
8. Produce reports in para 3. above for verification.
 9. Upon verification of above reports add ACTNO's to unapproved status of P/BS - FORDIMS and Trial approve and produce OP-8, 8A, 10 (RK5B521Y) for verification.
 10. Enclosure 2 provides header data for above generated ACTNO's

Figure 5.2.2 (Cont.). Recosting DPR (Pay Adjustment)

5.3 Updating the AMSCO Data Base

5.3.1 General

The Army Management Structure (AMS) is the official Army framework for interrelating programing, budgeting, accounting and manpower controls through a standard classification of activities and functions. These activities and functions are identified by AMS codes (AMSCO) which are contained in AR 37-100-XX and the AMSCO data base (ADB).

AR 37-100-XX is published each FY. The FY is indicated by the last two digits, i.e., AR 37-100-84 is for FY 84. AR 37-100-XX and the ADB are maintained by USAFAC (DACA-FAZ-IBA); however, all changes must be channeled through DACA-OMP for FORDIMS coding.

Changes may involve the addition, deletion or transfer of any AMSCO or involve an editorial change to AR 37-100-XX and/or the ADB. A change may originate from an APPN director, P/SP director, OPAGY, manpower manager or OSD.

Any proposal that requires a change to a FYDP element requires the approval of OSD. Change proposals of this type originating within the ARSTAF must be forwarded to OSD via DACS-DPI on a Program Change Request (PCR). Approvals, disapprovals, revisions or OSD generated changes are published in Program Change Decisions (PCD) which are distributed to the ARSTAF and OPAGYs by DACS-DPI.

Change proposals not requiring a change to a FYDP program element may be submitted by ARSTAF elements and OPAGYs after appropriate coordination, to DACA-FAZ-IBA through DACA-OMP.

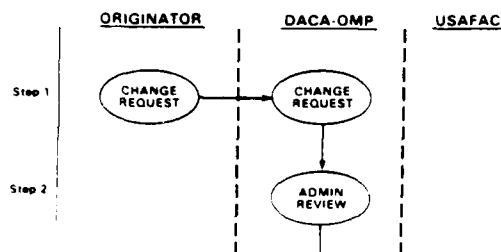
Proposed changes are forwarded on DA Form 2028 (Recommended Changes to Publications and Blank Forms) and must contain the information contained in paragraph 1-6b, AR 37-100-XX. Since AR 37-100-XX is republished on a fiscal year basis, it is essential that changes be submitted

not later than 15 April for the subsequent FY publication. Only changes necessitated by uncontrolled demands placed on the ARSTAF by OSD and/or the Congress will be accepted after 15 April.

DACA-OMP processing of changes is shown in the flow chart, Figure 5.3.1.

5.3.2 Processing ADB Changes

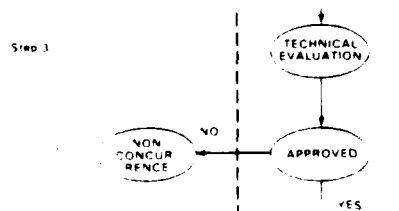
Step 1 DACA-OMP receives the proposed change from the originator (or DACA-FAZ-IBA if forwarded directly to that office by the originator). A proposed change from an ARSTAF agency is



generally forwarded by a fully coordinated DF (Figure 5.3.2) enclosing a DA Form 2028 (Figure 5.3.3). If the change is a result of a PCD, the PCD will generally accompany the change request (Figure 5.3.4). (Note: This PCD example is unrelated to the example in Figures 5.3.2 and 5.3.3.) If the proposed

change is from a field agency, DACA-OMP staffs the change with the ARSTAF. An example of a DACA-OMP fully coordinated change request (less enclosures) from a field agency is at Figure 5.3.5.

Step 2 The DA Form 2028 is reviewed to ensure it includes the information specified in paragraph 1-6b, AR 37-100-XX, and has been properly coordinated. If the request does not contain



the required information or evidence of coordination, it is returned to the originator for correction and resubmission. (Minor irregularities should be handled via telephone.)

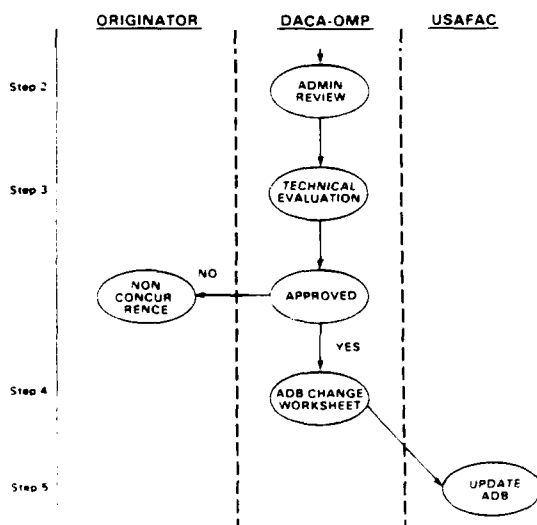
Step 3 The proposed change is analyzed for its impact on the civilian manpower program. If analysis reveals that the proposal should be disapproved, DACA-OMP prepares a non-concurrence, coordinates with appropriate ARSTAF elements, and returns the action to the originator, providing a copy to DACA-FAZ-IBA.

Step 4 If the proposed change is approved, an ADB Change Work Sheet (Figure 5.3.6) is initiated according to the following coding instructions.

AMSCO - Enter the AMSCO from the DA Form 2028.

PROGRAM - Enter the applicable DoD program as indicated by the first digit of the AMSCO.

SUBPROGRAM - Enter the OMA subprogram, if applicable, which is identified by the first two digits of the AMSCO, e.g., numeric code 72 is sub-program 7S (see Part I, Table 7.6).



APCAT - Appropriation Category, a 4-position numeric code published in AR 37-100-XX. The manpower-related APCATs used in FORDIMS are in Part I, Table 7.5.

PECOD - Program Element Code found in the ASD(MRA&L) memo, Subject: Program Elements by

Defense Planning and Programing Categories (Republished Annually). Check for corrections of AMSCO with the associated PE using the AMSCO-PE Crosswalk Tables.

DPCAT - The Defense Planning and Programing Category found in ASD(M,RA&L) Memo, Subject: Defense Planning and Programing

Categories. The DPCAT is found in the PECOD-DPCAT Table. If DPCAT cannot be identified, contact DACS-DPI.

UTILITY INDICATORS -

MANPOWER - If AMSCO is civilian manpower loaded, enter "1". Otherwise, enter "0".

BASOP - If AMSCO is BASOP loaded, enter "1"; if RPMA loaded, enter "2".

AMHA - Army Management Headquarters Activities (AMHA) codes are in Part I, Table 7.7. If doubt exists, contact DAPE-MBA for appropriate code.

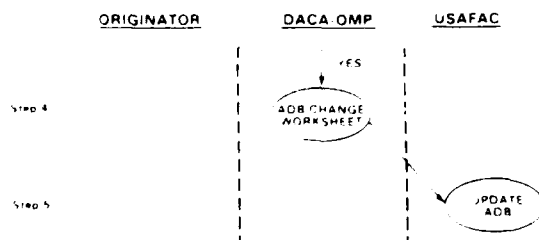
LEVEL - This indicates the detail of level of edit for the AMSCO. It is determined by the number of spaces in the AMSCO prior to the series of zeros, e.g., if the AMSCO is 20264400000, the level of edit is "6"; if the AMSCO is 39399820000, the level of edit is "7". These levels are normally set as follows:

BOS(-) and RPMA	7
AMHA	11
All others	6

DATE EFFECTIVE - Fiscal Year in which AMSCO becomes effective.

TITLE - Extract from DA Form 2028.

Step 5 Forward the complete action to DACA-FAZ-IBA via the USAFAC courier (Room 2B680). Occasionally time constraints will



necessitate the telephonic submission of changes. In such cases the transaction will be followed up in writing. DACA-FAZ-IBA will publish the change and enter the FORDIMS coding to update the ADB.

ACTION: Updating the AMSCO Data Base

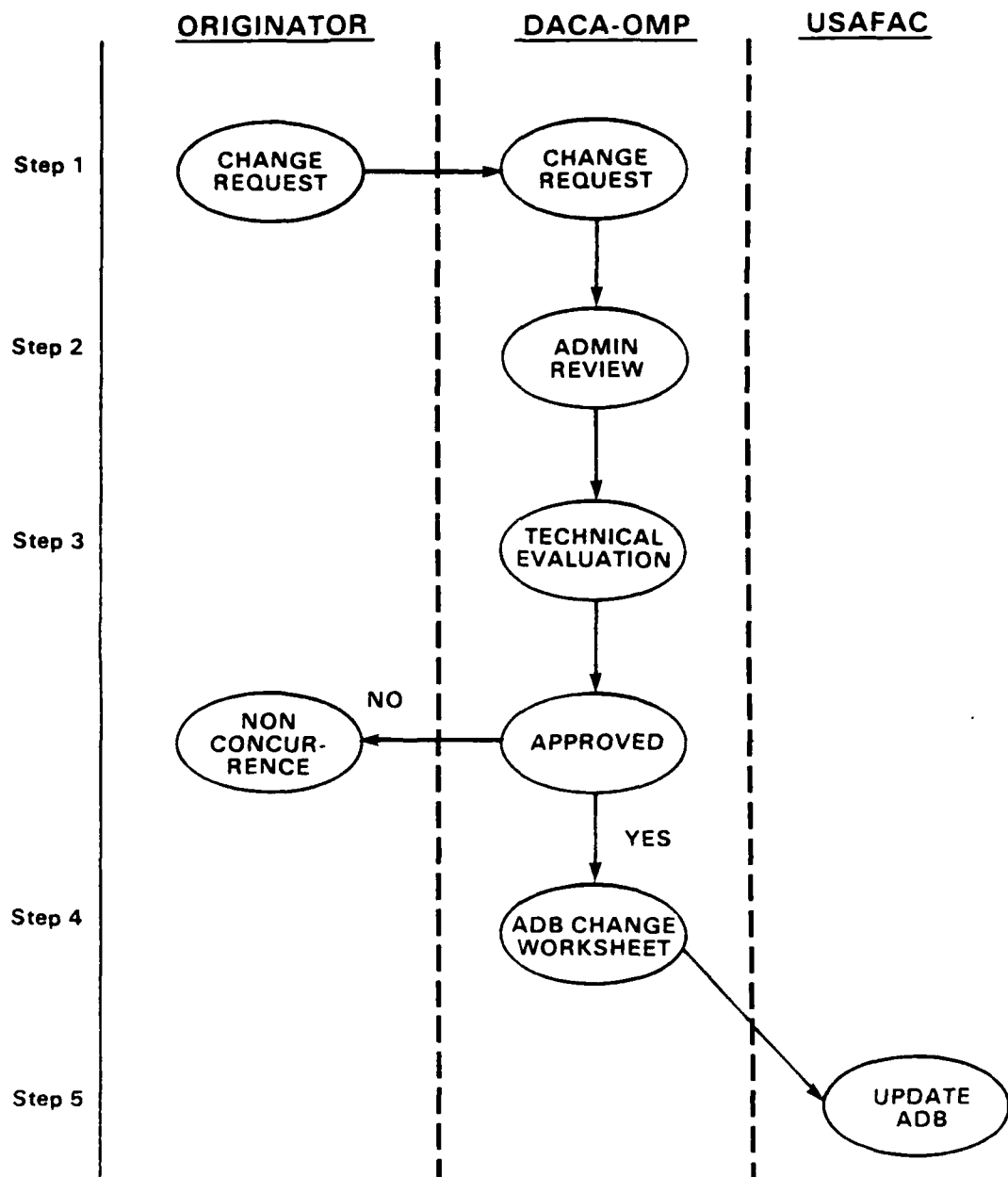
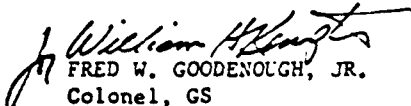


Figure 5.3.1. Updating the AMSCO Data Base Flow Chart

DISPOSITION FORM <small>For use of this form, see AR 340-15, the proponent agency is TAGCEN.</small>			
REFERENCE OR OFFICE SYMBOL	SUBJECT	DATE	CMT 1
DAPE-MBA	Update of AR 37-100-82 for AMHA	18 SEP 1991	
VS THRU DACA-SM <i>Jerry Wright</i> FROM DAPE TO DACA-FAP-SM ATTN: Mr. Jerry Wright		Mrs. Berry/71624/mb	
<p>1. Action has been completed with OCSA(PAE) obtaining necessary Program Element (PE) changes from OSD(C) to correctly identify management headquarters resources. This results from ten (10) organizations being designated by OSD as AMHA under the revised DoDD 5100.73, DoD Mgt Hq, dated Mar 81.</p> <p>2. Request the AMSCOs and definitions reflected on the attached DA Form 2028 be included in the next update of AR 37-100-82. These AMSCOs have been added to the AMSCO data base.</p> <p>FOR THE DEPUTY CHIEF OF STAFF FOR PERSONNEL:</p> <div style="text-align: right; margin-top: 20px;">  FRED W. GOODENOUGH, JR. Colonel, GS Chief, Allocation and Documentation Division </div> <div style="margin-top: 20px;"> 1 Incl as </div> <div style="margin-top: 20px;"> COORDINATION: DAAC-RM (P-30) <u><i>9/18/91</i></u> DALO-RMB (P7) <u><i>9/18/91</i></u> DAMA-PPR-B (RDTE) <u><i>9/18/91</i></u> DAMO-ZF (P2) <u><i>9/18/91</i></u> DASG-RMB (P8M) <u><i>9/18/91</i></u> DAPE-MBB (P80) <u><i>9/18/91</i></u> DAPE-MBB (P9) <u><i>9/18/91</i></u> </div>			

DA FORM 2496

REPLACES GO FORM 96, WHICH IS OBSOLETE.

Figure 5.3.2. AMS Update DF

RECOMMENDED CHANGES TO PUBLICATIONS For use of this form, see AR 310-1; the proponent agency is The Adjutant General's Office.						Use Part II (reverse side) for Repair Parts and Special Tool Lists (RPSTL) and Supply Catalog/Supply Manuals (SC/SM).		DATE 7 Sept 81	
TO: (Forward to proponent of publication) (Include ZIP Code) HQDA ATTN: DACA-FAP-SM (Mr. Jerry Wright) Indianapolis, IN 46249						FROM: (Activity and location) (Include ZIP Code) HQDA (DACA-OMP) Washington, D. C. 20310			
PART I - ALL PUBLICATIONS EXCEPT RPSTL AND SC/SM									
PUBLICATION NUMBER AK 37-100-82						DATE Sept 81		TITLE The Army Management Structure	
ITEM NO.	PAGE NO.	PARAGRAPH	LINE NO.	FIGURE NO.	TABLE NO.	RECOMMENDED CHANGES AND REASON (Exact wording of recommended change must be given)			
	5-2-1 5-2-37					<p>ADD PARAGRAPH 20\$198.00000</p> <p>Title: HQ Concepts Analysis Agency</p> <p>Definition: Provides for the cost of operating that portion of HQ Concepts Analysis Agency (FN CAT C) (UIC W3WC) funded by this program (includes travel, communications, utilities, facilities and other costs, as appropriate). Excludes cost of operation chargeable to other program/appropriations for which a separate "98" code, or other unique management headquarters code is provided.</p>			
	5-9-3 5-9-17					<p>ADD PARAGRAPH 952498.41000</p> <p>Title: HQ USA Intelligence Operations Detachment</p> <p>Definition: Provides for the cost of operating that portion of HQUSA Intelligence Operations Detachment (FN CAT C) (UIC W31X) funded by this program (includes travel, communications, utilities, facilities and other costs, as appropriate). Excludes cost of operation chargeable to other programs/appropriations for which a separate "98" code, or other unique management headquarters code is provided.</p>			
Reference to line numbers within the paragraph or subparagraph									
TYPED NAME, GRADE, OR TITLE AND TELEPHONE NUMBER						SIGNATURE			

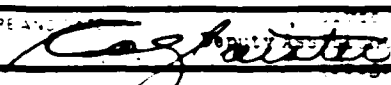
DA FORM 2028
1 DEC 80

REPLACES DA FORM 2028 1 APR 64, AND DA FORM 1005 1 DEC 55 WHICH WILL BE USED

Figure 5.3.3. AMS Recommended Change

PROGRAM CHANGE DECISION		PCR NUMBER PCD X-3-07
IMPLEMENTING DOD COMPONENT Army/Navy/Air Force/OSD/DMA	PROGRAM ELEMENT CODE Various	GUIDANCE 7045.7-H
ADJUSTMENT REQUESTED		
<p>Army requested approval: to establish three new program elements; to revise one element definition; and to revise the titles of 11 elements. Navy requested approval: to establish one new program element; to revise the titles of two elements; and to revise the definition of one element. Air Force requested approval: to revise the definitions of two elements; to revise the titles and definitions of two elements; and to cancel three program elements. USD(R&E) requested approval to establish one new program element. DMA requested approval to establish one new program element.</p>		
<u>Evaluation</u>		
<p>During the review and coordination process comments were received nonconcurring in the establishment of an element for "Aircraft/Aircrew Integration." The major objective of the proposed element is to validate a methodology to predict optimal designs for man-machine integration. This objective is already being addressed in elements 62716A and 62717A. The proposed element 62211A would appear to cause undesirable duplication of ongoing efforts.</p>		
<u>Decision</u>		
<p>Effective with the next FYDP update, the following structure changes are approved:</p>		
1. <u>Establish</u>		
313320 (A,F)	Readiness Command GDIP Activities (Army added, title and definition changed)	
351398	DMA Exploitation Modernization Program	
52517M	EA-6 Squadron (VMAQ) (MCR)	
63638A	Nuclear Hardening Advanced Technology	
63703D	Counter-Insurgency and Special Technology	
2. <u>Revised Definitions</u>		
313340 (A,N,F)	Other Commands GDIP Activities	
62759N	Ocean and Atmospheric Support Technology	
3. <u>Revised Titles and Definitions</u>		
12310F	to	NCMC - TW/AA Systems
12311F	to	NCMC - Space Defense Systems
12323F	to	TW/AA Interface Network
12443F	to	Space Defense Interface Network
Page 1 of 2 Pages		

Figure 5.3.4. Program Change Decision

PROGRAM CHANGE DECISION		PCR NUMBER PCD X-3-07
IMPLEMENTING DOD COMPONENT Army/Navy/Air Force/OSD/DMA	PROGRAM ELEMENT CODE Various	GUIDANCE 7045.7-H
ADJUSTMENT REQUESTED		
4. <u>Revised Titles</u>		
62332N	to	Surface/Aerospace Weaponry Technology
62543N	to	Ship and Submarine Technology
63612A	to	Advanced Anti-Tank Weapon
63627A	to	Smoke Munitions and Materiel Concepts
63633A	to	Tank and Fighting Vehicles Ammunition Development
63759A	to	CB Defense/Smoke Advanced Technology Demonstration
63763A	to	Nonsystems Medical Development
64323A	to	High Technology Light Division
64324A	to	Joint Tactical Missile System (JTACMS)
64609A	to	Smoke Munitions and Materiel
64623A	to	Light Anti-Tank Weapon Testing and Evaluation
64724A	to	Chemical/Biological Detection, Warning, and Training Materiel
65710A	to	Joint CB Point of Contact, Test and Assessment
5. <u>Cancel</u>		
12442F		BMEWS - Communications
12445F		SLBM Radar Warning Systems - Communications
12447F		Defense Support Program Communications
		(Transfer resources from all three program elements to 12323F).
6. <u>Disapproved</u>		
For the reasons stated in the evaluation section above, the request for the following element is disapproved:		
62211A		Aircraft/Aircrew Integration
All resources currently identified to this element are to be transferred to either 62716A or 62717A.		
The new and revised program elements approved above are attached. Also attached, in the new format, are the definitions from PCD X-3-06, issued subsequent to the recent republication of 7045.7-H.		
SIGNATURE AND TITLE  Secretary of Defense		NOV 9 1988

SD

FORM 428

PAGE 1 OF 1

Figure 5.3.4 (Cont.). Program Change Decision

COVER SHEET

OFFICE SYMBOL	DATE	CONTROL NUMBER
DACA-OMP	26 Apr 82	

SUBJECT

AIF Management Structure Codes

(X) COORDINATION/APPROVAL OF ACTION () MICROFICHE ONLY

KEYWORDS (First word from OCA keyword list; maximum 32 letters each key word)

1. 2. 3.

MEMORANDUM FOR RECORD (Describe briefly the origin of action, background, discussion, and recommended action).

1. The attached CMT 2 recommends implementation in FY 1983 of DARCOM's proposed revision of AR 37-100-XX for the Army Industrial Fund. This restructure identifies AIF customers and will enable HQDA to develop more accurate pay estimates by Appropriation related to AIF manpower.
2. FORDIMS utility codes are also provided to update the AMSCO data base.
3. Recommend approval of revised AIF restructure.

(continue on reverse side)

COORDINATIONS (Additional on reverse side)			
OFFICE	NAME	PHONE	DATE
DACA-BU	Mr. Elias	52734	12 May 82
DACA-OM	Mr. Galloway	78077	14 May 82
DAMA-PPR-B	Mrs. Stone	53133	12 May 82

APPROVALS					
INITIALS	DATE	INITIALS	DATE	INITIALS	DATE
DIV-				AXO	XO
DIR-				COA	DCOA
ACTION OFFICER (Name, grade, phone, signature)				FICHE NUMBER	DISPATCH DATE
Mrs. Jean S. Rogers/77668					
OCA FORM 9, 12 Feb 82				REGRADED	WHEN
				SEPARATED FROM CLASSIFIED DOCUMENT	

Figure 5.3.5. Coordinated AMS Change Request

DACA-OMP (23 Apr 82)
SUBJECT: AIF Management Structure Codes

TO DACA-FAM-P
ATTN: Mr. Ashdown

FROM DACA-OM

DATE 14 MAY 1982 CMT 2
Mrs. Rogers/trs/77669

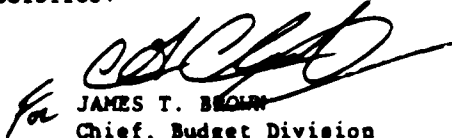
1. This office concurs with DARCOM's proposed revision of AR 37-100-XX for the Army Industrial Fund (Inclosure 1) and recommends its implementation in FY 1983.
2. Inclosure 2 provides the FORDIMS utility codes required to update the AMSCO data base.

FOR THE COMPTROLLER OF THE ARMY:

2 Incl
as

for William E. Leonard
ROGER J. PRICE
Brigadier General, GS
Director of Operation
and Maintenance, Army

WILLIAM E. LEONARD
LTC, GS
Executive, ODOMA

DISPOSITION FORM			
For use of this form, see AR 340-18. The proponent agency is The Adjutant General Center.			
REFERENCE OR OFFICE SYMBOL		SUBJECT	
DALO-RMB		AIF Management Structure Codes	
TO DACA-OMP		FROM DALO-RMB	DATE 23 Apr 82 CMT 1 Mrs. McMahon/sbt/73095
<p>1. Recommend approval of DARCOM's proposed revision of AR 37-100-XX (Incl 1).</p> <p>2. If attached proposal is acceptable, suggest implementation be based upon the Oct 82 PBC for FY 83 and the outyears.</p> <p>FOR THE DEPUTY CHIEF OF STAFF FOR LOGISTICS:</p> <div style="text-align: right; margin-top: 20px;">  JAMES T. BROWN Chief, Budget Division </div> <p>1 Incl as</p>			

DA FORM 2496

REPLACES DD FORM 98 WHICH IS OBSOLETE

Figure 5.3.5 (Cont.). Coordinated AMS Change Request

[illegible]

Figure 5.3.6. ADB Change Work Sheet

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5.4 Development of Civilian Manpower Cost Controls

5.4.1 General

For each programing and budgeting position in the PPBES cycle, ledger controls (for the Operation and Maintenance, Army (OMA) appropriation) must be developed, published and disseminated to the P/SP directors. The manpower related controls are developed by DACA-OMP and provided to the Appropriation Controls Team, which publishes the ledger controls for the P/SP directors. DACA-OMP develops summary level and detailed controls. The summary level controls are furnished to the Appropriation Controls Team for inclusion in the OMA overall ledger controls document. The detailed information is forwarded to the P/SP directors for budget development.

Development of the controls involves the funding of manpower transactions and the adjustment of funds based on additional manpower resource transactions since the previous program/budget positions. These transactions result from decisions of the Congress, OSD and the Army leadership, corrections to previously submitted transactions, miscellaneous reprograming by the ARSTAF, etc. These changes occur throughout the PPBES cycle, e.g., POM, PDM, etc.

In order to adjust to these funding changes, DACA-OMP maintains an account of funds which can be added to or drawn on. This is referred to as the Manpower Program Decrease/Increase (MPDI) withhold account. These funds are identified with specific P/SP. Adjustment of funds within programs is referred to as "internal realignment." Adjustment of funds between major programs is referred to as "program realignment." Due to Congressional restrictions adjustments of funds between major programs (program realignment) are limited to specific threshold amounts in the CY and BY.

PPBS reflects the funded level for each program based on live approved manpower resource transactions (ACTNOs) entered into the system.

The difference between the aggregate of all approved ACTNOs for each P/SP by FY ("funded account") and the amount of funds budgeted for those FYs is the balance in the MPDI account. Additional funds accrue to the MPDI account as a result of manpower reductions or cost adjustments. Thus, the MPDI account becomes (within the limitations imposed by Congress in the CY and BY) a source of funds to meet other funding requirements. Approved funding is provided to P/SP directors in the form of "controls" which are issued in varying levels of detail. Additionally, DACA-OMP maintains cognizance over the MPDI account through the use of MPDI reports.

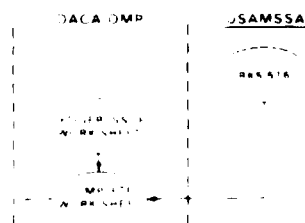
The existing procedures for developing civilian manpower cost controls are primarily manual. They entail extracting data from automated reports, posting these data to manually prepared work sheets, computing data totals, transferring data between work sheets and adjusting data to meet established criteria. Once the data are completed in the work sheets, they are entered into the WANG word processor where additional computations are made and hard copy printouts of controls are generated.

The entire process is shown in the flow chart, Figure 5.4.1.

5.4.2 Preparation of Controls Work Sheets

Step 1 The Audit Trail by ACTNO Report (RK5_516) (Figure 5.4.2), is received from USAMSSA after the live approval of ACTNOs submitted by DAPE-MBA or DAPE-MBC.

Step 2 An MPDI detailed work sheet is prepared in the format shown in Figure 5.4.3, which provides separate entries for each ACTNO by P/SP. A separate work sheet is prepared for each major issue that will be shown in the ledger controls.

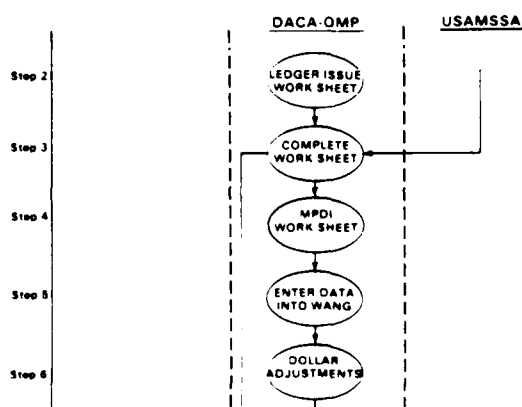


Step 3

The values in the "TOTAL COMP" field of the Audit Trail by ACTNO Report for each P/SP by MSN, BOS(-) and RPMA are listed on the work sheet. When the dollar values for all ACTNOs have been recorded, the values of the individual ACTNOs are added to determine the P/SP totals, which are recorded on the top line of the work sheet. Separate totals are determined for MSN, BOS(-) and RPMA. The P/SP totals are added to get the total OMA funding which is recorded in the TOTAL column on the left side of the work sheet.

Step 4

The dollar amounts calculated on the work sheet described in Step 3 are consolidated by major issue and recorded on a summary work sheet for MPDI fund changes, shown in Figure 5.4.4. The consolidated figures for each issue are shown for each



P/SP and totalled. This work sheet retains the MSN, BOS(-) and RPMA breakout used in the previous work sheet. (Since the data is subsequently input directly from the work sheet to the WANG it is not always necessary to prepare the summary work sheet. The data can

be input directly from the totals line and column on the detail work sheet. The number of issues involved, time available to the analyst, and experience of the analyst determine if the summary MPDI work sheet is necessary.)

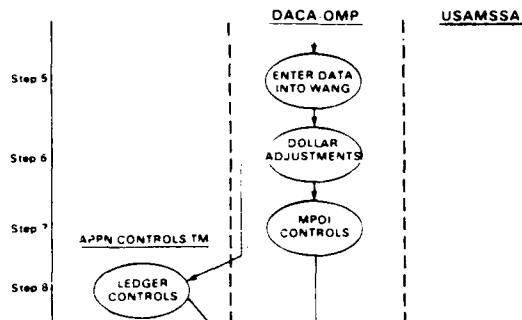
5.4.3 Making the MPDI Adjustments

Step 5

After the work sheets are completed the data are entered into the WANG. The WANG program will compute the MPDI totals by P/SP by MSN, BOS(-) and RPMA for each issue and for the FY using the previous MPDI position as a start point.

Step 6

Based on the FY P/SP totals the analyst will make adjustments to remove negative balances within P/SP by moving resources



between MSN, BOS(-) and RPMA ("Realignment Internal") or eliminate negative balances in MPDI between major programs in the outyears ("Major Program Realignment").

Step 7

After all adjustments have been completed, the data are processed in the WANG and the MPDI controls are printed. The controls for one FY are at Figure 5.4.5.

5.4.4 Distribution of Ledger Controls

Step 8

The MPDI summary work sheet is provided to the Appropriation Controls Team. The Appropriation Controls Team incorporates the information on the work sheet into the ledger controls. (An example of the ledger controls is at Figure 5.4.6.)

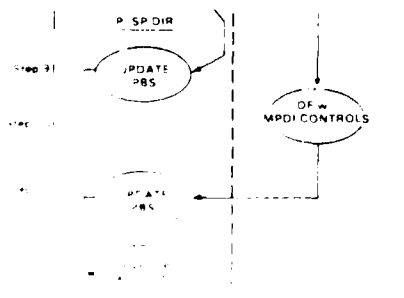
Step 9

The OMA ledger controls are provided to the P/SP directors by the Appropriation Controls Team.

5.4.5 Distribution of MPDI Controls

Step 10

DACA-OMP prepares a DF to the P/SP directors. The DF includes as enclosures a narrative explanation of the civilian manpower changes, the MPDI summary controls and the civilian manpower detail controls (Figure 5.4.7).



The P/SP directors use the controls to update PBS, prepare the budgets and PBG, and as an audit trail to track changes.

**ACTION: Development of Civilian Manpower
Cost Controls**

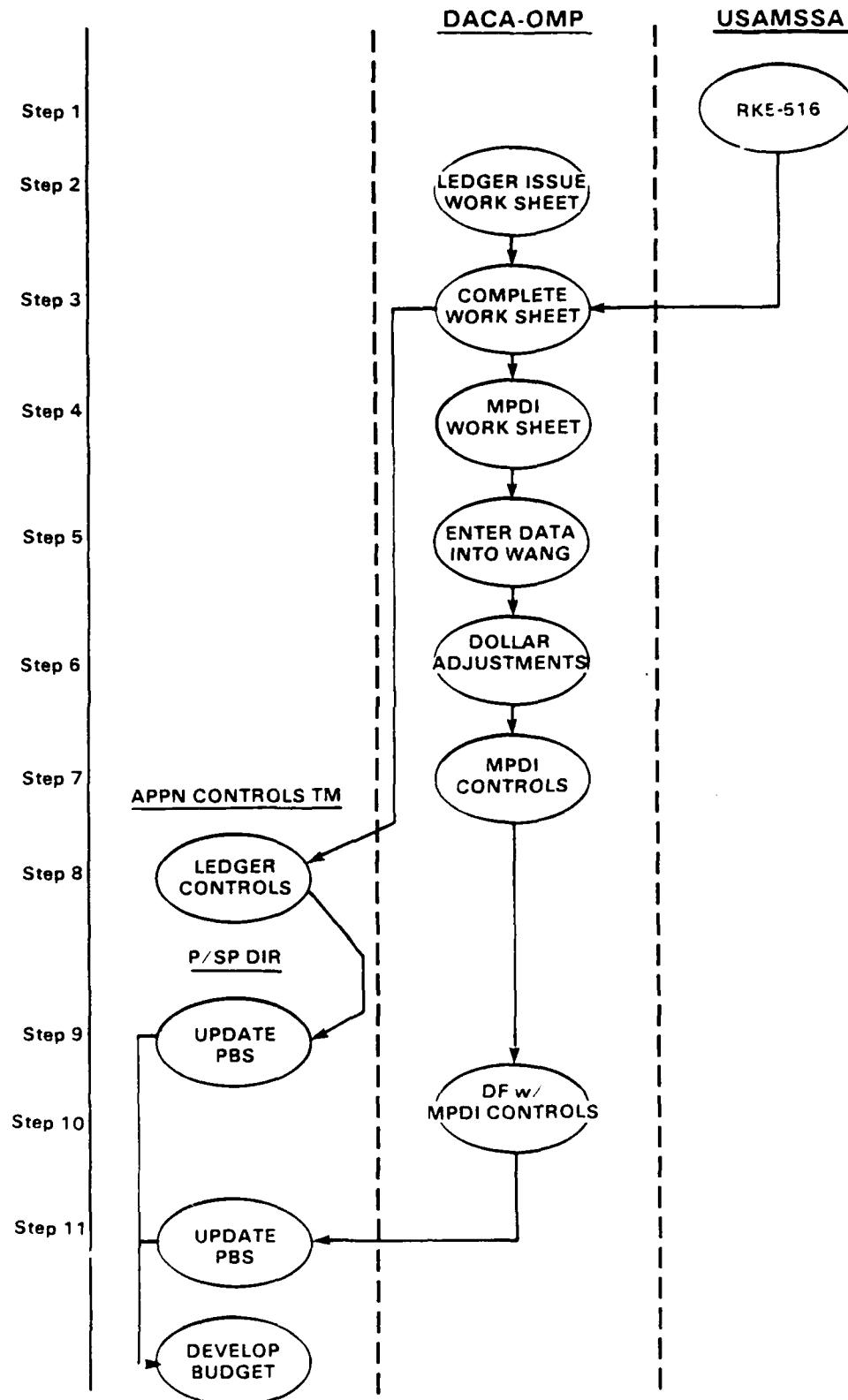


Figure 5.4.1. Development of Civilian Manpower Cost Controls Flow Chart

05/09/84

POM INITIATIVES 341400-641451 241024-641900
 AUDIT TRAIL BY ACTION NUMBER
 ACTNO - 841451
 FYLAN - 1906

PAGE 20

APPRI	P	S	M	AMSCO	RCORD	CITYPE	AUCIV	AURIP	AUTIR	BCOUP	OTIME	EBENE	FELCP	SVPAT	TOTAL COMP
ACTNO - 841451 DAGLD - PBSA FY 86-90 POM															
TRAPR - PBSA POM DECISION TO UNRESOURCE PUIP IN FY06-90 POM															
CHA	02			20001500000	3220	101	3	3	3	73	0	10	0	0	03
CHA	02			20001500000	3220	122	1	1	1	51	0	5	0	0	54
CHA	02			20001500000	3220		4	4	4	124	0	15	0	0	139
CHA	02			20001500000	3234	101	1	1	1	23	1	3	0	0	27
CHA	02			20001500000	3234		1	1	1	23	1	3	0	0	27
CHA	02			20001500000			5	5	5	147	1	10	0	0	166
CHA	02			20019010000	3226	101	3	3	3	65	0	12	0	0	97
CHA	02			20019010000	3226	122	3	3	3	152	0	16	0	0	168
CHA	02			20019010000	3226		6	6	6	237	0	20	0	0	265
CHA	02			20019010000			4	4	4	237	0	20	0	0	265
CHA	02						11	11	11	364	1	46	0	0	431
CHA	07	8	72202920000	2601	101		7	7	7	151	2	23	0	0	176
CHA	07	8	72202920000	2601	122		1	1	1	44	0	5	0	0	45
CHA	07	8	72202920000	2601			8	8	8	195	2	28	0	0	225
CHA	07	8	72202920000	3227	101		2	2	2	40	0	7	0	0	55
CHA	07	8	72202920000	3227	122		1	1	1	53	0	7	0	0	60
CHA	07	8	72202920000	3227			3	3	3	101	0	14	0	0	115
CHA	07	8	72202920000				11	11	11	295	2	42	0	0	340
CHA	07	8	72209100000	2601	101		109	71	109	1631	20	267	0	0	1976
CHA	07	8	72209100000	2601	102		170	117	170	3241	42	451	0	0	3734
CHA	07	8	72209100000	2601	103		3	3	3	23	0	3	0	0	26
CHA	07	8	72209100000	2601	104		8	7	8	83	2	11	0	0	96
CHA	07	8	72209100000	2601	105		5	0	5	43	0	9	0	0	52
CHA	07	8	72209100000	2601	109		2	0	2	42	0	17	0	0	59
CHA	07	8	72209100000	2601	110		15	0	15	193	7	24	0	0	224
CHA	07	8	72209100000	2601	120		22	0	22	473	25	51	0	0	519
CHA	07	8	72209100000	2601	122		2	2	2	94	0	13	0	0	107
CHA	07	8	72209100000	2601			336	200	336	5643	104	846	0	0	6793
CHA	07	8	72209100000				336	200	336	5643	104	846	0	0	6793

Figure 5.4.2. Audit Trail by ACTNO Report (RK5_516)

FOD Pom PASA
FY1986

	P0	P3.I	P3.C	P7.S	P7.M	P8.T	P8.M	P8.0	P.9	P-10
16100541651										
T0141	20804			7183		1869	282	774	10315	
M5N	19178			7133		867	282	774	10291	
1305-	402			-		458	-	-	24	
KP1111	544			-		644	-	-	-	

Figure 5.4.3. MPDI Issue Work Sheet by ACTNO

Prepared By: DUC-GAR
HES 8/20/83
8554684

FY 1985

MPDI Changes

	TOTAL	P2	P38	P39	P72	P73	P81	P84	P87	P85	P10
2. MSB 661-TON K. DUC-GAR MSJ XAS- RPAHA	9839 9406 173 260	117 117 - -	- - - -	- - - -	3655 3655 - -	- - - -	800 367 173 260	142 142 - -	386 386 - -	4939 4939 - -	- - - -
3. MSB 608 STANTIC(2) MSJ XAS- RPAHA	-2048 -2048 - -	- - - -	97 97 - -	1851 1851 - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -
4. Out of Code MSJ XAS- RPAHA	-1830 -1830 - -	-210 -210 - -	- - - -	- - - -	-1660 -1660 - -	- - - -	21 21 - -	171 171 - -	- - - -	256 256 - -	- - - -
5. MSB PAY STANTIC(1) MSJ XAS- RPAHA	-3258 -3258 - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	- - - -	3858 3858 - -	- - - -
6. MSB 671 STANTIC(1) MSJ XAS- RPAHA	-5985 -5985 - -	-918 -918 - -	-123 -123 - -	101 101 - -	6270 6270 - -	4872 4872 - -	- - - -	- - - -	- - - -	4672 4672 - -	- - - -

Figure 5.4.4. Summary MPDI Changes Work Sheet

REPORT DATE 08/18/84

OPERATION AND MAINTENANCE, ARMY
FY86 CHECK SHEET FOR MPDI MANPOWER FUNDS
POM POSITION TO OSD BUDGET - IN 000'S OF DOLLARS

PAGE 1

ISSUE TYPE	CATEGORY	ISSUE	TOTAL	P2	P38	P39	P72	P73	P81	P84	P87	P95	P10
1M	MSN	OSD START POINT	58969	7939-	564-	3702-	31296	4337	16155	12636	395	10310	3955-
1B	BOS(-)	OSD START POINT	16585	19820	3	450-	2607-		45	711-		485	
1R	RPMA	OSD START POINT	5439	5118		49-	70-		427	13			
		SUBTOTAL	80993	16999	561-	4201-	28619	4337	16627	11938	395	10795	3955-
2M	MSN	REALIGNMENT INTERNAL	6554	9939	3		2677-			711-			
2B	BOS(-)	REALIGNMENT INTERNAL	8624-	9939-	3-		2507-			711-			
2R	RPMA	REALIGNMENT INTERNAL	70				70						
		SUBTOTAL											
3M	MSN	MEDICAL PAY SHORTFALL	16887-						4962-	11925-			
3R	RPMA	MEDICAL PAY SHORTFALL	13-						13-				
		SUBTOTAL	16900-						4962-	11938-			
4M	MSN	MAJOR PROGRAM REALIGNMENT			561	5000	5561-		3955-				3955
4B	BOS(-)	MAJOR PROGRAM REALIGNMENT		450-		450							
4R	RPMA	MAJOR PROGRAM REALIGNMENT		49-		49							
		SUBTOTAL		499-	561	5499	5561-		3955-				3955
5M	MSN	ACC MANYEAR PAY SHORTFALL	3900-			3900-							
		SUBTOTAL	3900-			3900-							
6M	MSN	FOA POM PBSA RESTORAL	19778-	431-			7133-		867-	282-	774-	10291-	
6B	BOS(-)	FOA POM PBSA RESTORAL	482-						458-			24-	
6R	RPMA	FOA POM PBSA RESTORAL	544-						544-				
		SUBTOTAL	20804-	431-			7133-		1869-	282-	774-	10315-	
7M	MSN	FOA REDUCTION - 1646	29554	641			328		4982	1004		22599	
		SUBTOTAL	29554	641			328		4982	1004		22599	
8M	MSN	FOA RESTORAL + 751	13670-	425-			2563		3769-	123-		11916-	
		SUBTOTAL	13670-	425-			2563		3769-	123-		11916-	
9M	MSN	DIRECTED ACTIONS	38-				38-						
		SUBTOTAL	38-				38-						
10	MSN	MISC ARSTAFF REPROG	427-	198-	187-	61-				311-		330	
		SUBTOTAL	427-	198-	187-	61-				311-		330	

Figure 5.4.5. MPDI Controls

REPORT DATE 08/18/84

OPERATION AND MAINTENANCE, ARMY
 FY86 CHECK SHEET FOR MPDI MANPOWER FUNDS
 POM POSITION TO OSD BUDGET - IN 000'S OF DOLLARS

PAGE 2

ISSUE TYPE	CATEGORY	ISSUE	TOTAL	P2	P30	P39	P72	P73	P81	P84	P87	P95	P10
11M	M	MSN	1132-	1132-									
11B	B	BOS(-)	1132	1132							626	626-	
		MISC ARSTAFF REPROG											
		MISC ARSTAFF REPROG									626	626-	
		SUBTOTAL					695	43			405-		
12M	M	MSN	333				695	43			405-		
		OOO DELAYED VCSA ADJ											
		SUBTOTAL	333				695	43					
13M	M	MSN	2284-	836-		112-			62			1286-	112-
		OOO JUNE CMT ACTIONS											
		SUBTOTAL	2284-	836-		112-			62			1286-	112-
14M	M	MSN	2119	21		59	1677		17	217		128	
14B	B	BOS(-)	932	477		25			405			25	
14R	R	RPMA	227	227									
		OOO DECREMENTS											
		SUBTOTAL	3278	725		84	1677		422	217		153	
15M	M	MSN	360	360		187	3500	4047-	270-	198			112
15B	B	BOS(-)	117-	117-					117				
15R	R	RPMA											
		MAJOR PROGRAM REALIGN (2)											
		MAJOR PROGRAM REALIGN (2)											
		SUBTOTAL	360	360		187	3500	4047-	270-	198			112
16M	M	MSN	82-	82-									
16B	B	BOS(-)	2277-	2649-							25-	57-	
16R	R	RPMA	1000	804			196				372		
		7TH I.D. DECREMENTS											
		7TH I.D. DECREMENTS (1)											
		SUBTOTAL	1359-	1845-			196				25-	315	
17M	M	MSN	4598-	4598-						4598-			
17B	B	BOS(-)	9360-	9360-									
		WORKYEAR ADJUSTMENTS											
		WORKYEAR ADJUSTMENTS											
		SUBTOTAL	13958-	9360-						4598-			
18M	M	MSN	21	21						21			
18B	B	BOS(-)	306	306									
18R	R	RPMA	819-	731-			88-						
		7TH I.D. WK YR DECR (2)											
		7TH I.D. WK YR DECR (2)											
		SUBTOTAL	492-	425-			88-			21			
19M	M	MSN	3000	3000		1500	8572-						
19B	B	BOS(-)	671	671						4072	25	225-	200
		REALIGNMENT INTERNAL											
		REALIGNMENT INTERNAL											
		SUBTOTAL	3671	3671		1500	8572-			4072	25	896-	200
			40326	8252		2309	8639	4380	7393			9153	200

Figure 5.4.5 (Cont.). MPDI Controls

REPORT DATE 08/18/84

OPERATION AND MAINTENANCE, ARMY
FY86 MPDI MSN MANPOWER FUNDS TRAILS BY ISSUE
POM POSITION TO OSD BUDGET - IN 000'S OF DOLLARS

PAGE 1

ISSUE	CATEGORY	TOTAL	P2	P3B	P39	P72	P73	P81	P84	P87	P95	P10
OSD STANT POINT	MSN	58969	7939-	564-	3702-	31296	4337	16155	12636	395	10310	3955-
REALIGNMENT INTERNAL	MSN	6554	9939	3	2677-			4962-	711-			
MEDICAL PAY SHORTFALL	MSN	16887-						3955-	11925-			
MAJOR PROGRAM REALIGNMENT	MSN											
ACC MANYEAR PAY SHORTFALL	MSN	3900-		561	5000	5561-						3955
FOA POM P85A RESTORAL	MSN	19778-	431-		3900-	7133-		867-	282-	774-	10291-	
FOA REDUCTION - 1646	MSN	29554	641			328		4982	1004		22599	
FOA RESTORAL + 751	MSN	13670-	425-			2563		3769-	123-		11916-	
DIRECTED ACTIONS	MSN	38-				38-						
MISC ARSTAFF REPROG	MSN	427-	198-	187-	61-				311-	626	310	
MISC ARSTAFF REPROG	MSN	1132-	1132-							405-	626-	
DOC DELAYED VCSA ADJ	MSN	333				695	41					
DOC JUNE CMT ACTIONS	MSN	2284-	836-		112-			62	217		1286-	112-
DOC DECREMENTS	MSN	2119	21		59	1677		17		158	128	112
MAJOR PROGRAM REALIGN (2)	MSN		360	187	3500	4047-		270-		25-	57-	
7TH I.D. DECREMENTS	MSN	82-							4598-			
WORKYEAR ADJUSTMENTS	MSN	4598-							21			
7TH I.D. WK YR DECR (2)	MSN	21	3000		1500	8572-			4072	25	225-	200
REALIGNMENT INTERNAL	MSN	34754	3000	2284	8531	4380	7393				8966	200

Figure 5.4.5 (Cont.). MPDI Controls

REPORT DATE 08/18/84		OPERATION AND MAINTENANCE, ARMY FY86 MPDI BOS- MANPOWER FUNDS TRAILS BY ISSUE POM POSITION TO OSD BUDGET - IN 000'S OF DOLLARS										PAGE 1
ISSUE	CATEGORY	TOTAL	P2	P38	P39	P72	P73	P81	P84	P87	P95	P10
OSD START POINT	BOS(-)	16585	19820	3	450-	2607-		45	711-		485	
REALIGNMENT INTERNAL	BOS(-)	6624-	9939-	3-	450	2607			711			
MAJOR PROGRAM REALIGNMENT	BOS(-)		450-									
FOA POM PB5A RESTORAL	BOS(-)	482-						458-			24-	
MISC ARSTAFF REPROG	BOS(-)	1132	1132									
DDC DECREMENTS	BOS(-)	932	477		25			405			25	
MAJOR PROGRAM REALIGN (2)	BOS(-)		8-					8				
7TH I.D. DECREMENTS	BOS(-)	2277-	2649-								372	
WORKYE/R ADJUSTMENTS	BOS(-)	9360-	9360-									
7TH I.D. WK YR DECR (2)	BOS(-)	306	306									
REALIGNMENT INTERNAL	BOS(-)	671	671								671-	
		212			25							187

Figure 5.4.5 (Cont.). MPDI Controls

REPORT DATE 08/18/84

PAGE 1

OPERATION AND MAINTENANCE, ARMY
FY86 MPDI RPHA MANPOWER FUNDS TRAILS BY ISSUE
FROM POSITION TO OSD BUDGET - IN 000'S OF DOLLARS

ISSUE	CATEGORY	TOTAL	P2	P38	P39	P72	P73	P81	P84	P87	P95	P10
OSD START POINT	RPHA	5439	5118		49-	70-		427	13			
REALIGNMENT INTERNAL	RPHA	70				70						
MEDICAL PAY SHORTFALL	RPHA	13-							13-			
MAJOR PROGRAM REALIGNMENT	RPHA	544-		49-				544-				
FOA POM PBSA RESTORAL	RPHA	227	227									
DOC DECREMENTS	RPHA		117-					117				
MAJOR PROGRAM REALIGN (2)	RPHA	1000	804			196						
7TH I.D. DECREMENTS (1)	RPHA	819-	731-			88-						
7TH I.D. WK YR DECR (2)	RPHA					108						
		5360	5252									

Figure 5.4.5 (Cont.). MPDI Controls

OMA APPROPRIATION / SUB-PROGRAM CONTROLS PROGRAM 1 BT DATE 1/21/94							
	FY83	FY84	FY85	FY86	FY87	FY88	FY89
ISSUE NUMBER / TITLE							
0062	REVERSAL FY84 AUTHORITY REPORTS - CIV ENLIST 1240						
0063	FY84 JOINT MARK - ADP LEASE/COMPLETION 2421-						
0064	FY84 JOINT MARK - ARMY CINT ED SYS (ACES) 1000- 1000- 1000- 1000- 1000- 1000-						
0065	FY84 JOINT MARK - AUDIOVISUAL SERVICES 532- 532- 532- 532- 532- 532-						
0070	FY84 JOINT MARK - CONSULTANTS 500-						
0072	FY84 JOINT MARK - EXCESS/SURPLUS PROPERTY 523-						
0075	FY84 JOINT MARK - FOREIGN CURRENCY 1442-						
0087	FY84 JOINT MARK - YEAR END SPENDING 280-						
0092	TRAVEL (PBU 674) 4410- 4410- 4416- 4416- 4416-						
0127	FY84 PAY RAISE/FINANCING PBU (PBU 620) 4422 6447 6813 7103 7420 7549						
0131	FUEL (PBU 665) 14-						
0134	EFFICIENCY REVIEWS (PBU 050) 100- 100- 100- 100- 100-						
0155	CONSULTANTS STUDIES (PBU 674) 500- 434- 506- 524- 552-						
0156	CIV ENL STRENGTH ADJ (REF USD ISSUE 0263) 1240-						
0160	INFLATION IN-21 (PBU 620) 14- 29 43- 60-						
0161	FOREIGN CURRENCY (PBU 620) 758- 840- 911- 975- 1050-						

Figure 5.4.6. OMA Ledger Controls

DISPOSITION FORM			
For use on this form see AR 340-15. The proponent agency is TAGO.			
REFERENCE OR OFFICE SYMBOL		SUBJECT	
DACA-OMP		Civilian Manpower Controls for FY 1986 OSD Budget (1)	
TO	FROM	DATE	CW
SEE DISTRIBUTION	DACA-OM	16 AUG 1984	
Mrs. Rogers/77669			
<p>1. Reference: DOMA FY 86 BUDGET MEMO 84-4, dated 17 July 1984, subject: FY 1985/1986 Budget Review - Civilian Manpower.</p> <p>2. Purpose. To provide civilian manpower costing data detail required by program directors to update their ADP systems to reflect DAPE-MBA manpower transactions.</p> <p>3. Background. The civilian manpower cost adjustments result from manpower transactions generated during the development of the FY 96-90 POM that occurred too late to be included in the May 84 Program Budget Guidance as well as transactions generated for the FY 1986 OSD Budget Submission. The following provides additional information on enclosures issued in this document:</p> <p>a. The civilian manpower end strength, workyears, and associated costs start point for the FY 1986 OSD Budget Submit were issued to you in reference 1 above.</p> <p>b. An explanation of the civilian manpower changes included in the audit trail is at Enclosure 1. This provides the ACTNO range of the manpower transactions along with a narrative explanation of their purpose. For every action that you see a funding control change in the Appropriation Ledger Controls a MPDI Issue is provided.</p> <p>c. MPDI Controls are provided at Enclosure 2. The controls reflect the funds you should have coded against command "00" against keycode or BMIS code MPDI. It is important that you are in balance with these controls to insure funding for manpower approved changes. The following MPDI changes are for subprogram realignments or pay shortfalls and are not associated with an individual manpower ACTNO:</p> <p>(1) Realignment Internal - Reprogramming to remove negative balances from MPDI within subprogram. This action moves resources between mission, base operations minus, and RPMA.</p> <p>(2) Medical Pay - This increase is to offset the large reduction associated with PBD 601 Economic Assumption reduction which was initially developed based on manpower growth between the years. This economic assumption reduction was table PBD 666 Civilian Manpower when issued to field.</p> <p>(3) Major Program Realignment - This action was generated to eliminate negative balances in MPDI between major programs in the outyears.</p> <p>(4) ACC Manyear Pay Shortfall - This action is to restore funding reduced by OSD in PBD 009 based on a workyear utilization reduction. DAPE-MBA did not reduce workyears for FY 86 and out stating PBD 009 did not address a workyear reduction for FY 86 out.</p> <p>d. The detail controls for the civilian manpower are enclosed. Enclosure 3 provides a list of enclosures.</p> <p>4. Discussion:</p> <p>a. DAPE-MBA has not locked all of their manpower ACTNOs at this point. They were processing the final manpower ACTNOs for FY 1984 and FY 1985 late on 15 August 1984. Upon receipt and verification the remaining changes will be provided.</p>			

Figure 5.4.7. DF to P/SP Directors

DACA-OMP

SUBJECT: Civilian Manpower Controls for FY 1986 OSD Budget (1)

b. Final manpower controls will be issued reflecting the impact of the above cited manpower changes. The controls will also include a FY 1985 Pay Supplemental based on 3.5%. Information on standard stubs for the justification book will also be provided along with data on foreign currency fluctuation and OP-32 Controls for price and program growth.

c. Upon receipt of the Appropriation Ledger Controls reflecting the above action we will issue standard stubs for the October 1984 PEG.

FOR THE COMPTROLLER OF THE ARMY:

Encl
as



CHARLES E. WILLIAMS
Brigadier General, GS
Director of Operation
and Maintenance, Army

DISTRIBUTION:

DAMO-ZF
DAIM-C4P
DALO-RM2-C
DAPE-MBB
DASG-RMB
DAMI-PBB
DAEN-ZCF
DALO-RMS
DACA-OMO

EXPLANATION OF CIVILIAN MANPOWER CHANGES

<u>ACTNO RANGE</u>	<u>NARRATIVE EXPLANATION</u>
841451	<u>FOA POM decision to plus back spaces in PDIP PB5A</u> - this ACTNO was reflected in the May 1984 PBG for manpower. However, it was processed to late to be reflected in the Appropriation Ledger Controls for the POM. It is reflected in this update. MPDI Issue - FOA POM PB5A Restoral
841500-841523	<u>FOA Reduction of -1,646 reflected in POM</u> - this ACTNO was reflected in the May 1984 PBG for manpower. However, it was processed to late to be reflected in the Appropriation Ledger Controls for the POM. It is reflected in this update. MPDI Issue - FOA Reduction -1,646
842016-842017	<u>PBD 666C2 Reversal</u> - plus back of RDT&E 400, and 2,500 space reduction. No funding adjustment was ever made for the action.
842019	<u>FOA Decrement Balance</u> - This ACTNO is a budget only transaction which requires no funding adjustment in the Appropriation Ledger Controls.
842026-842044	<u>PBD 666C2 to DARCOM</u> - These transactions reflect an redistribution within DARCOM of PBD 666C2. No funding adjustments are required for these ACTNO's.
842501-844100	<u>Command Operating Budget (COB) Automated Schedule 8 Changes</u> - the funding adjustments for these transactions are reflected in the Ledger Controls by COB issue number.
844401-844500	<u>Command Operating Budget (COB) Schedule 8- transactions written by Command Managers</u> . The funding adjustments for these transactions are reflected in the Ledger Controls by COB issue number.
842057-842065 842066-842068	<u>Directed Actions</u> - Funding adjustments for these actions are reflected in the Appropriation Ledger Controls. This actions were directed by OSD, CSA, VCSA or higher authority. MPDI Issue - Directed Actions
842100	<u>OOC FOA Restoral +751</u> - This ACTNO reverses a budget only transactions in the POM. (ACTNO 840502) No funding adjustments are required. MPDI Issue - FOA Restoral +751
842202-842260	<u>Miscellaneous ARSTAFF Reprogramings</u> - These actions reflect the corrections or reprogramming required by Appropriation, Program Directors and Commands. The funding adjustments for the ACTNO are reflected in the Appropriation Ledger Controls. MPDI Issue - Miscel ARSTAFF Reprog (1)

Figure 5.4.7 (Cont.). DF to P&S Unit

AD-A182 373

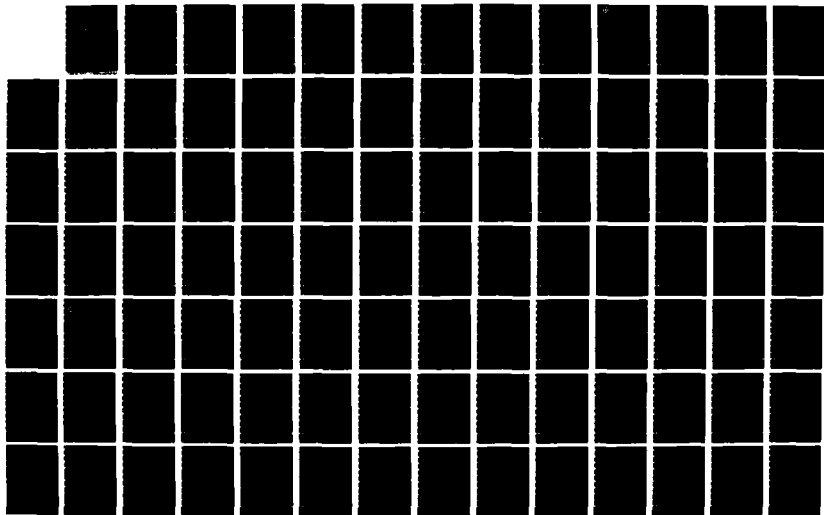
OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-84-84-CR-PT-2 NDA903-84-C-8117

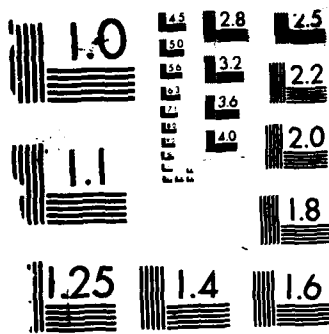
6/8

UNCLASSIFIED

F/G 5/1

NL





MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

<u>ACTNO RANGE</u>	<u>NARRATIVE EXPLANATION</u>
842261-842262	<u>Miscellaneous Establishment of USAIA</u> - This action reflects in establishment of a new Operating Agency for FY 1985. Program Director is responsible to insure funding transfers are made between commands.
842263-842315	<u>Miscellaneous ARSTAFF Reprograming (Continued)</u> - These actions reflect corrections or reprogramings by the Appropriation, Program and Commands. Funding adjustments are reflected in the Appropriation Ledger Controls. MPDI Issue - Miscel ARSTAFF Reprog (2)
842102-842114	<u>OOO - Delayed VCSA Adjustments</u> - These actions reflect approval of the VCSA to resource command out of cycle requests. Funding adjustments are reflected in the Appropriation Ledger Controls. MPDI Issue - OOC Delayed VCSA Adj
842115-842201	<u>OOO - June Committee Actions</u> - These actions reflect June 1984 out of cycle requests approved by the Out-of-Cycle Committee. Funding adjustments are reflected in the Appropriation Ledger Controls. MPDI Issue - OOC June Cmt Actions
842316-842375 844501	<u>OOO Decrements</u> - These transactions reflect the tradeoffs identified to pay the out of cycle manpower bill. Funding adjustments are reflected in the Appropriation Ledger Controls. MPDI Issue - OOC Decrements (1)
844101-844140	<u>7th ID Adjustments</u> - These transactions reflect the resourcing of the 7th ID along with the tradeoffs required to pay the bill. These transactions reflect full workyears for FY 1985. DAPE-MBA will process an additional range of ACTNOS to reduce FY 1985 to one half workyears. Funding Adjustments will be reflected in the Appropriation Ledger Controls. MPDI Issue - 7th ID Resourcing

Figure 5.4.7 (Cont.). DF to P/SP Directors

LIST OF CIVILIAN MANPOWER
DETAIL CONTROLS

ENCLOSURE	TITLE
4	FOA POM - PB5A - Summary
5	POM INITIATIVES FOA POM - PB5A - Detail
6	FOA Reduction -1,646 - Summary
7	FOA Reduction -1,646 - Detail
8	Directed Actions - Summary
9	Directed Actions - Detail
10	FOA Restoral +751 - Summary
11	FOA Restoral +751 - Detail
12	Misc ARSTAFF Reprogramming ACTNO 842202-842260 - Summary
13	Misc ARSTAFF Reprogramming ACTNO 842202-842260 - Detail
14	Medical Pay Shortfall - Summary (This may be spread to any PE the program director desires)
15	Misc ARSTAFF Reprogramming ACTNO 842263-842315 - Summary
16	Misc ARSTAFF Reprogramming ACTNO 842263-842315 - Detail
17	Misc ARSTAFF Reprogramming Establish USAIA Detail (The program director is responsible for insure command reprogramming is accomplished on funding.)
18	Directed Actions ACTNO 842057-842065 - Detail (This ACTNO nets to zero within P10)
19	OOC - Delayed VCSA Adjustments - Summary
20	OOC - Delayed VCSA Adjustments - Detail
21	OOC - New Adjustments (June) - Summary
22	OOC - New Adjustments (June) - Detail
23	OOC - Decrement Billpayers - Summary
24	OOC - Decrement Billpayers - Detail
25	ACC Manyear Pay Shortfall - Summary (This may be spread to any PE the program directors desires)

Enclosure 3

Figure 5.4.7 (Cont.). DF to P/SP Directors

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5.5 Updating the Army Five Year Defense Program (FYDP)

5.5.1 General

The FYDP constitutes the official summary of programs approved by the SECDEF. It specifies the force levels in terms of major mission programs and support objectives and projects. It also lists corresponding total obligational authority (TOA) and manpower. For each category, it records totals by PY, CY, and BY. It then records totals for succeeding FYs known as outyears. The totals for manpower, for which DACA-OMP has primary concern, and TOA cover five outyears. For force structure levels, they cover eight outyears.

The FYDP documents resources within 10 major defense programs. The Army has adopted the defense program structure to conform with its own organization for managing resources. Part I, Table 7.6 lists the 10 DoD programs and the Army-derived subprograms and administrative or memorandum programs (RPMA and BOS(-)). Each P/SP is further divided into individual PE to give total visibility of the mission or support functions of the program and subprogram. (See Appendix D [PBS Maintenance Tables], Program Budget System Procedures Manual.)

The FYDP is primarily updated by interface with the PBS data base maintained by PAED. Pending automated interface, Forces, AIF TOA, and Reserve and National Guard technicians and strengths are put directly into the FYDP system. The DoD FYDP is updated a minimum of three times a year as follows:

- January - Updated for the PY (actual) CY, BY and program years (President's Budget FYDP).
- May - Updated to reflect resource allocations of the proposed Army POM for the program years (POM FYDP).
- October - Updated to reflect OSD PDM decisions and gives the initial budget estimate (OSD Budget FYDP).

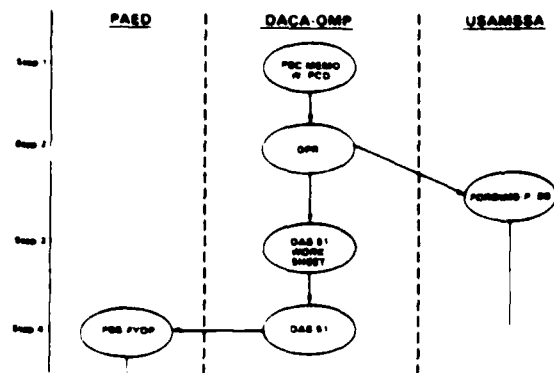
DPAE has ARSTAF responsibility for development and management of the FYDP. DACA-OMP is responsible, in the update process, for costing civilian manpower by category to PE which is provided to P/SP directors for submission in their Table of Organization and Equipment (TOE) update, furnishing coded data to PAED for National Guard and Army Reserve technician ES and the prior year update of civilian end strength by automated interface (CSR 11-3).

The entire process is shown in the flow chart, Figure 5.5.1.

5.5.2 Interfacing FORDIMS-P/BS to FORDIMS-P/BS (FYDP)

Step 1 The FYDP update is initiated by a memorandum from the PBC (Figure 5.5.2). This memorandum provides guidance and forwards the OSD PCD (Figure 5.5.3).

Step 2 Upon receipt and review of the PBC memo and OSD PCD, DACA-OMP prepares a DPR to USAMSSA (Figure 5.5.4). This DPR requests



USAMSSA to balance the data in FORDIMS-P/BS and interface with FORDIMS-P/BS (FYDP). (This latter system was previously referred to as SAMS.) USAMSSA is also requested to produce reports and an interface tape which are explained in a subsequent step.

5.5.3 Preparing the DAS Form 51

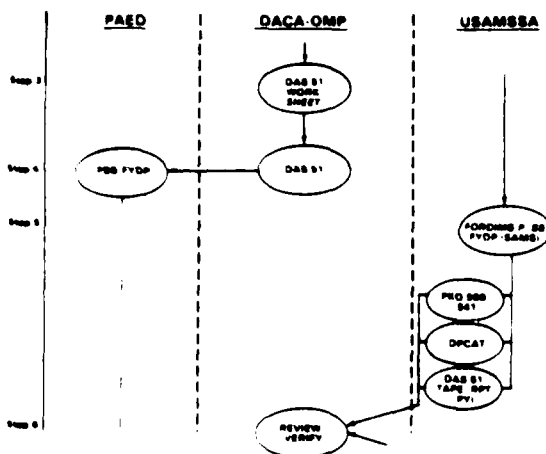
Step 3 DACA-OMP then prepares work sheets in order to code ES data for Army Reserve and National Guard technicians (Figure 5.5.5). It is necessary to manually code this data since there is no automated interface for these categories of personnel between FORDIMS-P/BS (FYDP) and PBS-FYDP. The data

are extracted and posted by AMSCO from P/BS-FORDIMS RK5_501 Appropriation Workpapers (Part III, Section 2).

Step 4 After the work sheets are completed the data is entered on the Program Change Data Sheet (DAS Form 51) (Figure 5.5.6) which is provided to PAED for input to the PBS-FYDP.

5.5.4 Interfacing FORDIMS-P/BS (FYDP) to PBS-FYDP

Step 5 Based on the DPR furnished in Step 2 USAMSSA interfaces FORDIMS-P/BS and FORDIMS-P/BS (FYDP) and produces the following reports:



- PQ0630X6 (960 Series). This report shows civilian DHUS (STR 1), DHFN (STR 2), and IDH (STR 3) ES by AMSCO, PE, RCOMD, and OPAGY detail (Figure 5.5.7).
- PQ0620X6 (940 Series). This report shows the same data as the PQ0630X6 by FYDP appropriation, PE, by RCOMD (Figure 5.5.8).
- PQ0640 (DPCAT). The Defense Programing and Planning Category Report. This report displays the DPCAT by program element by DHUS, DHFN, and IDH (Figure 5.5.9).

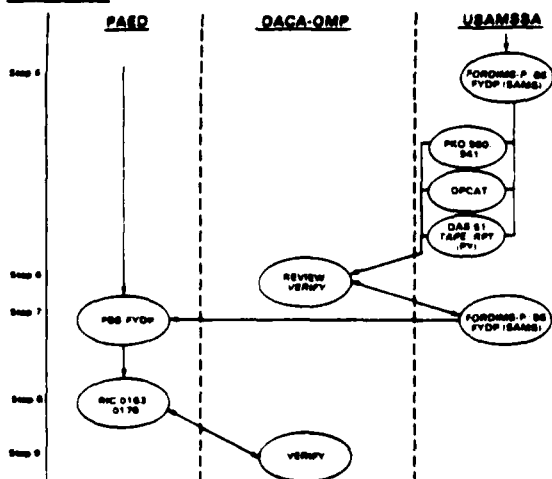
USAMSSA also produces a DAS 51 Interface Tape (for PY only) and a hard copy DAS 51 report (PQ0610X6) (Figure 5.5.10).

The PQ0610, PQ0620, PQ0630, and PQ0640 Reports are classified when completed with strength figures.

Step 6 The reports produced by USAMSSA are furnished to DACA-OMP for review and verification of the data.

Step 7 After the reports have been reviewed and verified, USAMSSA, through the DAS 51 tape, interfaces with PBS-FYDP.

Step 8 PAED, from the PBS-FYDP, produces the RIC 0163 and RIC 0170



Reports (Figures 5.5.11 and 5.5.12), which shows civilian ES for Reserve and National Guard technicians by RIC by PE in the FYDP for the CY, BY and five program years. These reports are furnished to DACA-OMP.

Step 9 DACA-OMP reviews and verifies the data. When verified the civilian manpower portion of the FYDP is updated.

ACTION: Updating the Army Five Year Defense Program (FYDP)

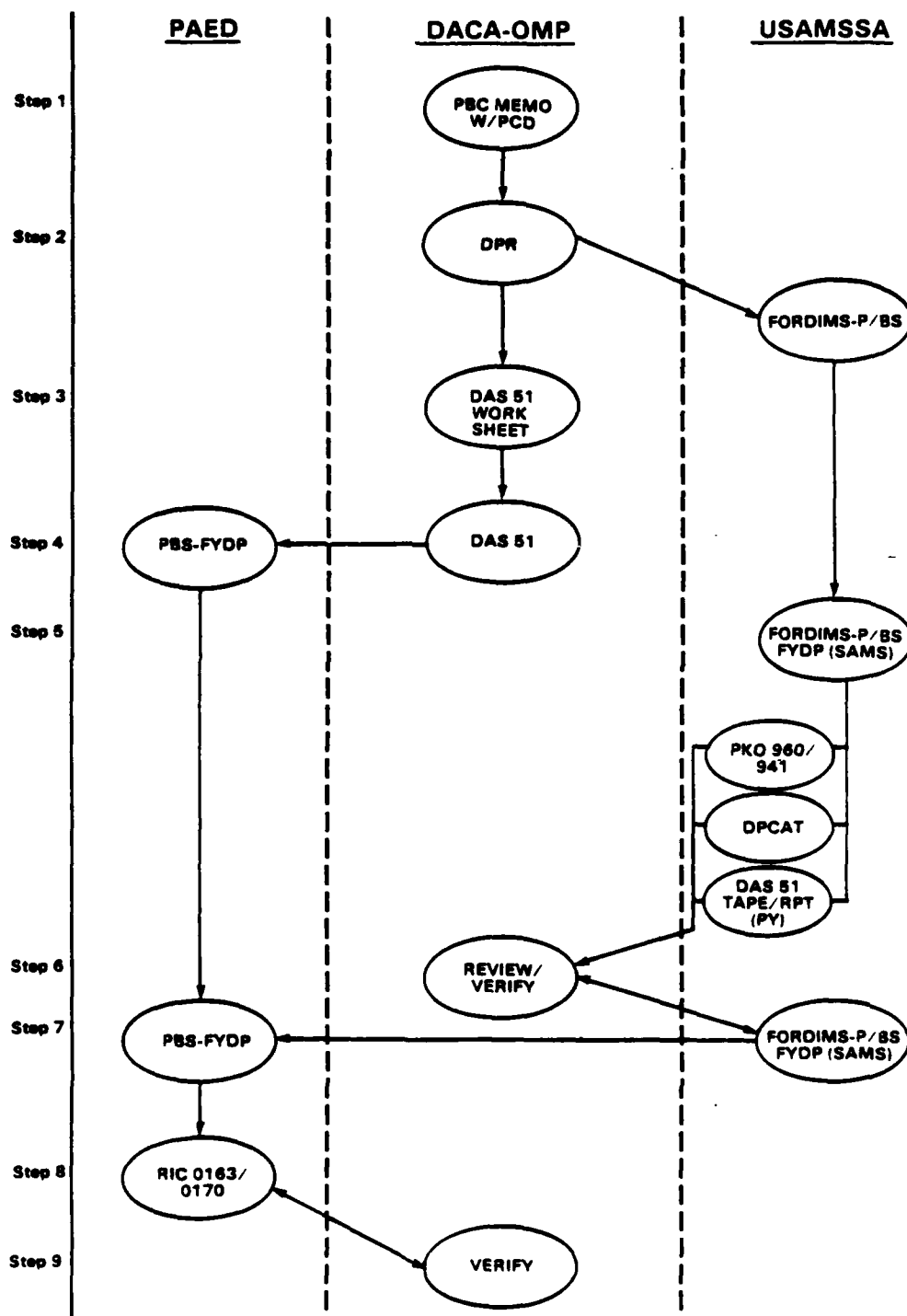


Figure 5.5.1. Updating the Army Five Year Defense Program (FYDP) Flow Chart



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF OF STAFF
WASHINGTON D C 20310

DACS-PBC
PBC MEMO 84-175

30 April 1984

MEMORANDUM FOR MEMBERS OF THE PROGRAM AND BUDGET COMMITTEE

SUBJECT: FYDP Update for the FY 86-90/PBS Data Base Detail Update

1. Reference:

a. PBC Memo 84-149, 5 April 1984, subject: PBS Data Base Detail Update Schedule.

b. PBC Memo 84-172, 24 April 1984, subject: FY 1985 Proposed Budget Reductions.

2. This memorandum transmits guidance for the update of the FYDP and FYDP Annexes to reflect the FY 86-90 POM. OSD Program Change Decision (PCD) Z-4-001 (Encl 1) provides specific guidance for the update relative to data requirements.

3. The FYDP will be produced from the PPBS Detail File for the FY 86-90 POM submission. The only exceptions to this requirement, which will have to be submitted separately in DAS 51 format, are as follows:

- a. Forces (applicable Force RICs)
- b. AIF (RICs 0580 and 0598)
- c. Civilian Manpower (RICs 0163 and 0170)

The above data elements will not be input to the PPBS Data Base and therefore, must be submitted in the same manner as in past FYDP Updates. Force changes will be submitted for FY 86 thru 93. AIF and Civilian Manpower data will be submitted for years FY 86 thru 90.

4. The single basis for change code applicable to this FYDP update is at Enclosure 2. This form will be used for the DAS 51 input in para 3 above.

5. Negative balances in the FYDP are not authorized except in the AIF input, in PE 88722A Force Structure Deviation and PE 28022A Foreign Currency Fluctuations. Negative balances other than these must be separately approved in advance by OSD before inclusion in the May POM FYDP.

Figure 5.5.2. PBC Memo

DACS-PBC

SUBJECT: FYDP Update for the FY 86-90/PBS Data Base Detail Update

6. No TOA amounts should appear in PE 01009A, 02002A and 91519A since the manpower contained in these PEs is reimbursable. In addition, in Program 6 (RDT&E), any Civilian Manpower input to program elements should have corresponding RDT&E dollar amounts for pay except for base operations program elements.

7. Data for average annual Military Pay Rates and PCS Data for FY 84 thru 90 (as directed in the basic PCD (Encl 1)) will be provided this office by ODCSPER(MBB) NLT 18 May 1984.

8. Input as designated in para 3 above should be submitted to this office NLT 11 May 1984. The milestones for the balance of FYDP input are as discussed in reference 1a.

9. In addition to FYDP guidance, Enclosure 1 requires that fiscal year 85 agree with the Army TOA reductions contained in reference 1b. Your detail update of the PBS Data Base, reference 1a, should therefore adjust FY 85 resources by the amount contained in Enclosure 4 to reference 1b. In addition, the OMA appropriation should address an additional FY 85 reduction of \$339.4M for currency (\$309.8M) and fuel adjustment (\$29.6M). All changes must be identified at PDIP level. To aid in PDIP identification a decrement report is attached at Enclosure 3. This report represents the best information available at this time. Discrepancies should be reported to this office. A revised TOA is attached at Enclosure 4.

10. The submission schedule for the detail update contained in reference 1a has not changed. However, difficulties caused by this requirement will be handled on an individual basis.

11. POC is Mr. Wiemann (FYDP), X41259, and Mrs. Jones/Mr. Nelson (Detail Update), Room 3B747, X56502.

FOR THE CHAIRMEN OF THE PROGRAM AND BUDGET COMMITTEE:



DAVID K. PEARCE
LTC, GS
Executive for Programing, PBC

4 Encl

PROGRAM CHANGE DECISION		PCR NUMBER Z-4-001
IMPLEMENTING DOD COMPONENT All DoD Components	PROGRAM ELEMENT CODE As Applicable	GUIDANCE DoDI 7045.8
ADJUSTMENT REQUESTED		
<p>The purpose of this PCD is to provide guidance for the 1984 Program Objective Memorandum (POM) update of the Five Year Defense Program (FYDP) on May 21, 1984. Approved fiscal guidance for fiscal years 1986-1990 has been provided each DoD Component in Deputy Secretary of Defense memorandum dated March 28, 1984. Strict adherence to these TOA controls is expected.</p> <p>In addition:</p> <ul style="list-style-type: none"> • The FYDP submission will conform to the requirements prescribed by DoDI 7045.8 as modified by the changes outlined in Enclosure 1. • Prior to processing changes for the May 21, 1984 update, each Component's FYDP data file must agree with the OSD published FYDP dated February 1, 1984. • Military pay rates and PCS data are required for the POM update. • Fiscal year 1983 and prior year changes for Procurement, RDT&E, SFCP, Military Construction and Family Housing will be updated consistent with the program values reflected in DD Comp (M) 1002 reports dated March 31, 1984. • Fiscal year 1984 will agree with the appropriation totals reflected in the FY 1985 President's budget. • <u>Fiscal year 1985 should agree to the maximum extent possible with the final list of reductions currently being prepared in response to the President's March 15 decision regarding revised budget levels.</u> • Resource data for fiscal years 1991-1993 will be required for forces. <p>Procurement and RDT&E Annex data bases will be updated consistent with the requirements and instructions prescribed in Chapters 461 and 462, respectively, of the DoD Budget Guidance Manual 7110-1-M. Each Component will ensure that the appropriation totals reflected in these annexes agree with the totals submitted in the FYDP. Refer to Enclosure 2 for additional instructions and codes for updating these annexes.</p>		
SIGNATURE AND DATE <i>[Signature]</i>		APR 19 1984

SD Form 428
1 OCT 69

(Program/Budget)

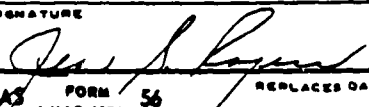
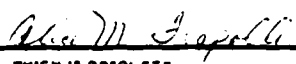
PAGE 1 OF 1 PAGES

Encl 1

Figure 5.5.3. Program Change Decision

USCA FORM 113
1 October 76

Figure 5.5.3 (Cont.). Program Change Decision

DATA PROCESSING REQUEST (DPR)		DATE 20 January 1983	REPORTS CONTROL SYMBOL
For use of this form, see DA MEMO 18-44 the proponent agency is OCSA.		REQUEST NUMBER TB-0017-83	PRIORITY
TO: USAMSSA ATTN: Ms. Laubacher	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST FY 84 President's Budget FYDP			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION CONFIDENTIAL	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS FY 82 - 88			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) 1. Interface FY 82 Actuals to PBS-FYDP file upon balancing in PBS-FORDIMS. 2. Interface FY 83 - FY 88 PBS-FORDIMS to PBS-FYDP file upon balancing in PBS-FORDIMS. 3. Produce - PKO 960, PKO 941, DPCAT Reports and <u>Interface Tape for FY 82 (only)</u> . (See Incl 1.)			
OUTPUT DESCRIPTION (Such as address, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) 1. OUTPUT: See above 2. CONTACT: Mrs. Rogers/77669 3. DELIVER: Mrs. Rogers/3B666		<i>complete</i> PROPOSED COMPLETION DATE 24 January 1983	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. JEAN S. ROGERS/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. ALICE M. FRAPOLLI/50315	
SIGNATURE 		SIGNATURE 	

DA FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 5.5.4. DPR (FYDP Update)

Instructions for Interface Tape

The following basis for change should be included in DAS 51 Report.

"020Z2003151182C06"

Figure 5.5.4 (Cont.). DPR (FYDP Update)

(1)

FY 86-90 POM

OMAR TECHS	FY84		FY85		FY86	
	POM	Diff	POM	Diff	POM	Diff
TOTAL	6603					
51928.1	51928A	5				
51911.1	51911A	15				
51913.1	51913A	100				
51914.1	51914A	57				
51923.1	51923A	287				
51924.1	51924A	1465				
51925.1	51925A	276				
51926.1	51926A	0				
51927.1	51927A	37				
51928.1	51928A	2743				
51929.1	51929A	677				
51930.1	51930A	136				
51931.1	51931A	272				
51932.1	51932A	105				
51933.1	51933A	469				

Figure 5.5.5. DAS Form 51 Work Sheet (OMAR Techs)

11 26 40 PMH

CYTO N6 TECHNICAL	P. And	17 54		17 55		17 56	
		Poni	D.H	Pho Bul	Poni	Pho Bul	Poni
TOTAL	21742						
520A	490						
5371A	209						
5371A-321A	281						
5371B	138						
5371B-321B	345						
5371C	393						
5371C-321C	90						
5371D	34						
5371D-321D	56						
5371E	257						
5371E-321E	1213						
5371F	1294						
5371F-321F	2132						
5371G	1052						
5371G-321G	1090						
5371H	2838						
5371H-321H	1262						
5371I	916						

Figure 5.5.5 (Cont.). DAS Form 51 Work Sheet (NG Techs)

PISC AUTO 4.0

DATE RUN: 05/21/86

SAMS FINANCIAL FILE
(BILLION)
TOTALS BY FUND WITHIN UNPEC BY DATE

SC TL	UNCLER	CON	AL	EST	AMSCO	UNPEC	ST1	ST2	ST3	ALCOA	UNPEC	ALCOA
(11-1)	(11-1)	(11-1)	(11-1)	(11-1)	(11-1)	(11-1)	(11-1)	(11-1)	(11-1)	(11-1)	(11-1)	(11-1)

TOTALS FOR UNPEC 33162A

1985

SC TL	0	AM	850930	C	3431510000	33151A					351	SE
SC TL	0	PI	850930	C	3431510000	33151A					216	PL
SC TL	0	PT	850930	C	3431510000	33151A					935	MI
SC TL	0	TA	850930	C	3431510000	33151A					276	JA
SC TL	0	TT	850930	C	3431510000	33151A					894	UC

TOTALS FOR UNPEC 33151A

1985

SC TL	0	CC	950930	C	3431900000	33190A					0A3	CC
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TOTALS FOR UNPEC 33190A

1985

SC TL	0	CC	850930	C	3431900000	33190A					0A3	CC
SC TL	0	CC	850930	C	3431900000	33190A					0A3	CC
SC TL	0	CC	850930	C	3431900000	33190A					0A3	CC

Figure 5.5.7. PQ0630X6 Report

Ref. Num: 05/11/0-

100

100-443887-100

SECRET
REF ID: A66709

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Figure 5.5.7 (Cont.). PQ0630X6 Report

122

UNIT 2239A	PERSONNEL CAT. CODE	1965	1966	1967	1968	1969	1970	1971	1972	1973	1974	1975	1976	1977	1978	1979	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144	2145	2146	2147	2148	2149	2150	2151	2152	2153	2154	2155	2156	2157	2158	2159	2160	2161	2162	2163	2164	2165	2166	2167	2168	2169	2170	2171	2172	2173	2174	2175	2176	2177	2178	2179	2180	2181	2182	2183	2184	2185	2186	2187	2188	2189	2190	2191	2192	2193	2194	2195	2196	2197	2198	2199	2200	2201	2202	2203	2204	2205	2206	2207	2208	2209	2210	2211	2212	2213	2214	2215	2216	2217	2218	2219	2220	2221	2222	2223	2224	2225	2226	2227	2228	2229	2230	2231	2232	2233	2234	2235	2236	2237	2238	2239	2240	2241	2242	2243	2244	2245	2246	2247	2248	2249	2250	2251	2252	2253	2254	2255	2256	2257	2258	2259	2260	2261	2262	2263	2264	2265	2266	2267	2268	2269	2270	2271	2272	2273	2274	2275	2276	2277	2278	2279	2280	2281	2282	2283	2284	2285	2286	2287	2288	2289	2290	2291	2292	2293	2294	2295	2296	2297	2298	2299	2300	2301	2302	2303	2304	2305	2306	2307	2308	2309	2310	2311	2312	2313	2314	2315	2316	2317	2318	2319	2320	2321	2322	2323	2324	2325	2326	2327	2328	2329	2330	2331	2332	2333	2334	2335	2336	2337	2338	2339	2340	2341	2342	2343	2344	2345	2346	2347	2348	2349	2350	2351	2352	2353	2354	2355	2356	2357	2358	2359	2360	2361	2362	2363	2364	2365	2366	2367	2368	2369	2370	2371	2372	2373	2374	2375	2376	2377	2378	2379	2380	2381	2382	2383	2384	2385	2386	2387	2388	2389	2390	2391	2392	2393	2394	2395	2396	2397	2398	2399	2400	2401	2402	2403	2404	2405	2406	2407	2408	2409	2410	2411	2412	2413	2414	2415	2416	2417	2418	2419	2420	2421	2422	2423	2424	2425	2426	2427	2428	2429	2430	2431	2432	2433	2434	2435	2436	2437	2438	2439	2440	2441	2442	2443	2444	2445	2446	2447	2448	2449	2450	2451	2452	2453	2454	2455	2456	2457	2458	2459	2460	2461	2462	2463	2464	2465	2466	2467	2468	2469	2470	2471	2472	2473	2474	2475	2476	2477	2478	2479	2480	2481	2482	2483	2484	2485	2486	2487	2488	2489	2490	2491	2492	2493	2494	2495	2496	2497	2498	2499	2500	2501	2502	2503	2504	2505	2506	2507	2508	2509	2510	2511	2512	2513	2514	2515	2516	2517	2518	2519	2520	2521	2522	2523	2524	2525	2526	2527	2528	2529	2530	2531	2532	2533	2534	2535	2536	2537	2538	2539	2540	2541	2542	2543	2544	2545	2546	2547	2548	2549	2550	2551	2552	2553	2554	2555	2556	2557	2558	2559	2560	2561	2562	2563	2564	2565	2566	2567	2568	2569	2570	2571	2572	2573	2574	2575	2576	2577	2578	2579	2580	2581	2582	2583	2584	2585	2586	2587	2588	2589	2590	2591	2592	2593	2594	2595	2596	2597	2598	2599	2600	2601	2602	2603	2604	2605	2606	2607	2608	2609	2610	2611	2612	2613	2614	2615	2616	2617	2618	2619	2620	2621	2622	2623	2624	2625	2626	2627	2628	2629	2630	2631	2632	2633	2634	2635	2636	2637	2638	2639	2640	2641	2642	2643	2644	2645	2646	2647	2648	2649	2650	2651	2652	2653	2654	2655	2656	2657	2658	2659	2660	2661	2662	2663	2664	2665	2666	2667	2668	2669	2670	2671	2672	2673	2674	2675	2676	2677	2678	2679	2680	2681	2682	2683	2684	2685	2686	2687	2688	2689	2690	2691	2692	2693	2694	2695	2696	2697	2698	2699	2700	2701	2702	2703	2704	2705	2706	2707	2708	2709	2710	2711	2712	2713	2714	2715	2716	2717	2718	2719	2720	2721	2722	2723	2724	2725	2726	2727	2728	2729	2730	2731	2732	2733	2734	2735	2736	2737	2738	2739	2740	2741	2742	2743	2744	2745	2746	2747	2748	2749	2750	2751	2752	2753	2754	2755	2756	2757	2758	2759	2760	2761	2762	2763	2764	2765	2766	2767	2768	2769	2770	2771	2772	2773	2774	2775	2776	2777	2778	2779	2780	2781	2782	2783	2784	2785	2786	2787	2788	2789	2790	2791	2792	2793	2794	2795	2796	2797	2798	2799	2800	2801	2802	2803	2804	2805	2806	2807	2808	2809	2810	2811	2812	2813	2814	2815	2816	2817	2818	2819	2820	2821	2822	2823	2824	2825	2826	2827	2828	2829	2830	2831	2832	2833	2834	2835	2836	2837	2838	2839	2840	2841	2842	2843	2844	2845	2846	2847	2848	2849	2850	2851	2852	2853	2854	2855	2856	2857	2858	2859	2860	2861	2862	2863	2864	2865	2866	2867	2868	2869	2870	2871	2872	2873	2874	2875	2876	2877	2878	2879	2880	2881	2882	2883	2884	2885	2886	2887	2888	2889	2890	2891	2892	2893	2894	2895	2896	2897	2898	2899	2900	2901	2902	2903	2904	2905	2906	2907	2908	2909	2910	2911	2912	2913	2914	2915	2916	2917	2918	2919	2920	2921	2922	2923	2924	2925	2926	2927	2928	2929	2930	2931	2932	2933	2934	2935	2936	2937	2938	2939	2940	2941	2942	2943	2944	2945	2946	2947	2948	2949	2950	2951	2952	2953	2954	2955	2956	2957	2958	2959	2960	2961	2962	2963	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Figure 5.5.8 (Cont.). PQ0620X6 Report

[illegible]

GRAND TOTAL 0100 PY 85
 GRAND TOTAL 0101 PY 85
 GRAND TOTAL 0102 PY 85

CURRENT DATE 05/18/84

RESOURCE IDENTIFICATION CODE GENERATOR
(DOLLARS IN THOUSANDS)

RIC 0163 RESERVE TECHNICIANS (MEMO)

PE	TITLE	FY-84	FY-85	FY-86	FY-87	FY-89	FY-90
51928A	SERVICE SUPPORT TO FEMA (AR)						
52911A	DIVISION ROUNDOUT (AFFIL) (AR)						
52913A	NON-DIV CMBT UNITS (AR) (AFFIL)						
52916A	TAC SPT FORCES (AR) (AFFIL)						
52923A	NON-DIV CMBT UNITS (AR) (NON-AFFIL)						
52924A	TAC SPT FORCES (AR) (NON-AFFIL)						
52981A	SPECIAL MISSION FORCES (AR)						
54932A	PORT TERMINAL OPERATIONS (AR)						
57984A	MAINTENANCE ACTIVITIES (AR)						
58992A	RECRUIT TRAINING (AR)						
58993A	PROFESSIONAL/SKILL PROG TNG (AR)						
58997A	MEDICAL SUPPORT UNITS (AR)						
59991A	MOBILIZATION BASE UNITS (AR)						
59992A	RESERVE READINESS SPT (AR)						

TOTAL 0163

Figure 5.5.11. RIC 0163 (Reserve Techs)

CURRENT DATE 05/18/84

RESOURCE IDENTIFICATION CODE GENERATOR
(DOLLARS IN THOUSANDS)

RIC 0170 CIVILIAN NATL GRD TECHNICIANS (MEMO)

PE	TITLE	FY-84	FY-85	FY-86	FY-87	FY-88	FY-89	FY-90
52011A	DIVISION ROUNDOUT (AFFIL) (ARNG)							
52013A	NON-DIV CMBT UNITS (ARNG) (AFFIL)							
52014A	TAC SPT FORCES (ARNG) (AFFIL)							
52021A	DIVISIONS (OTH-DIV-FOR) (ARNG)							
52023A	NON-DIV CMBT UNITS (ARNG)(NON-AFFIL)							
52024A	TAC SPT FORCES (ARNG) (NON-AFFIL)							
52081A	SPECIAL MISSION FORCES (ARNG)							
50091A	RECRUITING ACTIVITIES (ARNG)							
50097A	MEDICAL SUPPORT UNITS (ARNG)							
50091A	MOBILIZATION BASE UNITS (ARNG)							
50092A	RESERVE READINESS SPT (ARNG)							

TOTAL 0170

Figure 5.5.12. RIC 0170 (NG Techs)

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5.6 Coordination of ACTNOs and Update of FORDIMS-P/BS

5.6.1 General

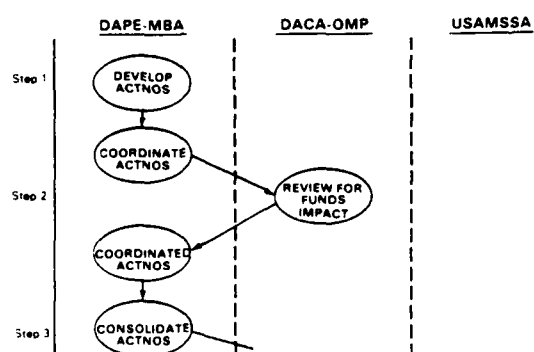
Changes to the FORDIMS-P/BS files are generated by submission of two types of ACTNOs. Manpower related ACTNOs are originated by DAPE-MBA to execute out-of-cycle, miscellaneous, PBD and PDM directed actions, approved COB requests, and other approved manpower changes. Dollar-only ACTNOs are generated by DACA-OMP to implement decisions on manpower cost changes. Manpower ACTNOs must be fully coordinated before approval to the main file can take place. Dollar-only ACTNOs are generated and approved by DACA-OMP.

Although it is a separate action, update of FORDIMS-P/BS is done only after submission of coordinated ACTNOs. The update can be to either the live or work files or to both, depending on the instructions given to USAMSSA in the DPR requesting the update. Updates are performed only when requested by a DPR.

The entire process is shown in the flow chart, Figure 5.6.1.

5.6.2 Coordination Steps

Step 1 When DAPE-MBA develops manpower-related ACTNOs, they coordinate the ACTNOs with the



affected appropriation/program directors. After all appropriation/program directors have coordinated, DAPE-MBA forwards the ACTNOs to DACA-OMP for coordination.

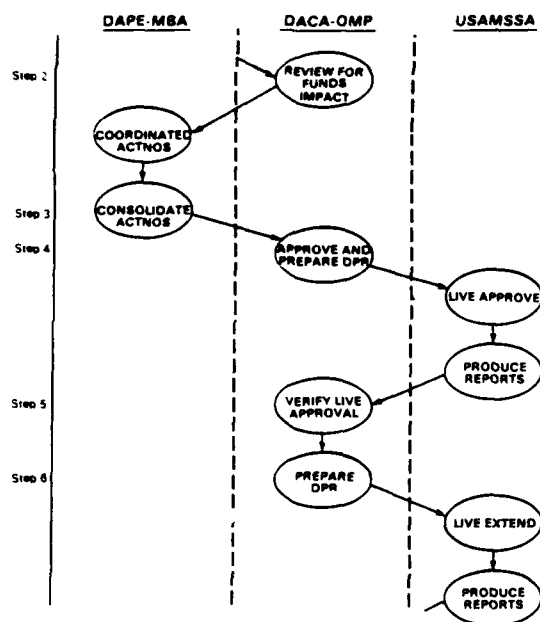
Step 2 DACA-OMP reviews the ACTNOs to determine what action the appropriation/program directors took on the ACTNOs and to determine what funding actions DACA-OMP must take. DACA-OMP

indicates approval or disapproval from a funding point of view and returns the ACTNOs to DAPE-MBA.

5.6.3 Update of FORDIMS-P/BS

Step 3 DAPE-MBA receives the fully coordinated ACTNOs and consolidates them into ACTNO range packages. The ACTNO ranges are forwarded to DACA-OMP on ODCSPER Form 487 for approval. An example of the ODCSPER Form 487 is at Figure 5.6.2.

Step 4 DACA-OMP consolidates the ACTNO ranges by PPBES event, e.g.,



PBG, POM, etc.; and prepares one DPR for live approval and another DPR for live extension of the specified actions. As you can see in the DPR examples at Figures 5.6.3 and 5.6.4, the DPRs include specific instructions for updating and producing reports, as well as the lists of ACTNOs and ACTNO ranges which are to be included in the update. USAMSSA updates the live files as described in the steps that follow.

Step 5 The live approvals are executed and verified in the following manner:

- a. The start point ODCSPER reports (RK5_324 and RK5_325) are produced by USAMSSA. These reports are compared with prior ODCSPER reports produced after the previous update (in the DPR in Figure 5.6.3., the position was that produced by DPR TB-0029-84). The numbers on the TOTAL ARMY line of the prior ODCSPER reports should

equal the numbers on the TOTAL ARMY line of the start position reports. Likewise, the numbers on the TOTAL CIVILIAN PERSONNEL line of the TOTAL MILITARY FUNCTION aggregation in the ES TOTAL, FTP, MY and TOTAL COMPENSATION & BENEFITS fields of the previous position OP-8, 8A, and 10 reports should equal the numbers in the corresponding fields of the start point OP-8, 8A, and 10 reports.

- b. After verification of the start point reports, USAMSSA is notified to live approve the ACTNOs designated in the DPR and produce an OP-8, 8A, and 10, Audit Trail by ACTNO, and ODCSPER summary reports. These reports are used to verify that the live approval was done correctly. The numbers on the FYEAR TOTAL line of the Audit Trail by ACTNO report are added to the numbers on the OP-8 that were used for start point verification. The sum should equal the TOTAL CIVILIAN PERSONNEL line numbers on the after live approval OP-8. The after live approval OP-8 report (TOTAL CIVILIAN PERSONNEL line) should correspond to the ODCSPER summary reports.
- c. Once the verification is completed, USAMSSA is notified to live approve any batch coding sheets that change the dollars on miscellaneous and out-of-cycle actions, which were previously submitted by DACA-OMP. An Audit Trail by ACTNO report is produced for the ACTNO ranges indicated on Enclosure #3 of the DPR (Figure 5.6.3).

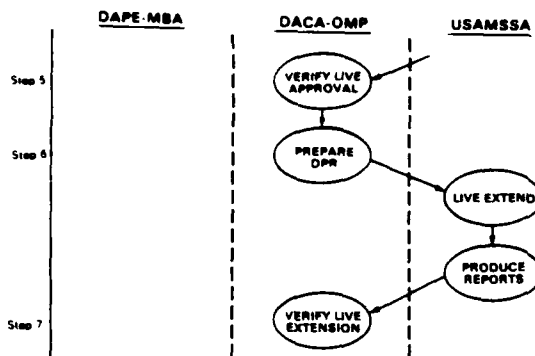
Step 6

Live extensions are executed only after the live approval has been accomplished and verified. The live extension process is executed in response to a DPR prepared by DACA-OMP, an example of which is at Figure 5.6.4.

Step 7

The live extension is verified by DACA-OMP as follows:

- a. Start point reports are produced by USAMSSA. DACA-OMP verifies the start point reports ensuring that the ODCSPER summary reports agree with the OCA summary reports. The live approved OP-8, 8A, and 10 reports are checked to ensure that they agree with the OP-8, 8A, and 10 President's budget (and PBG) position reports.



- b. Upon verification of the start point, USAMSSA is notified to live extend the ACTNOs included with the DPR and produce the ODCSPER summary reports for verification. The ODCSPER summary reports are compared with the OCA summary reports for agreement. This verification completes the update process.

**ACTION: Coordination of ACTNOS and Update
of FORDIMS-P/BS**

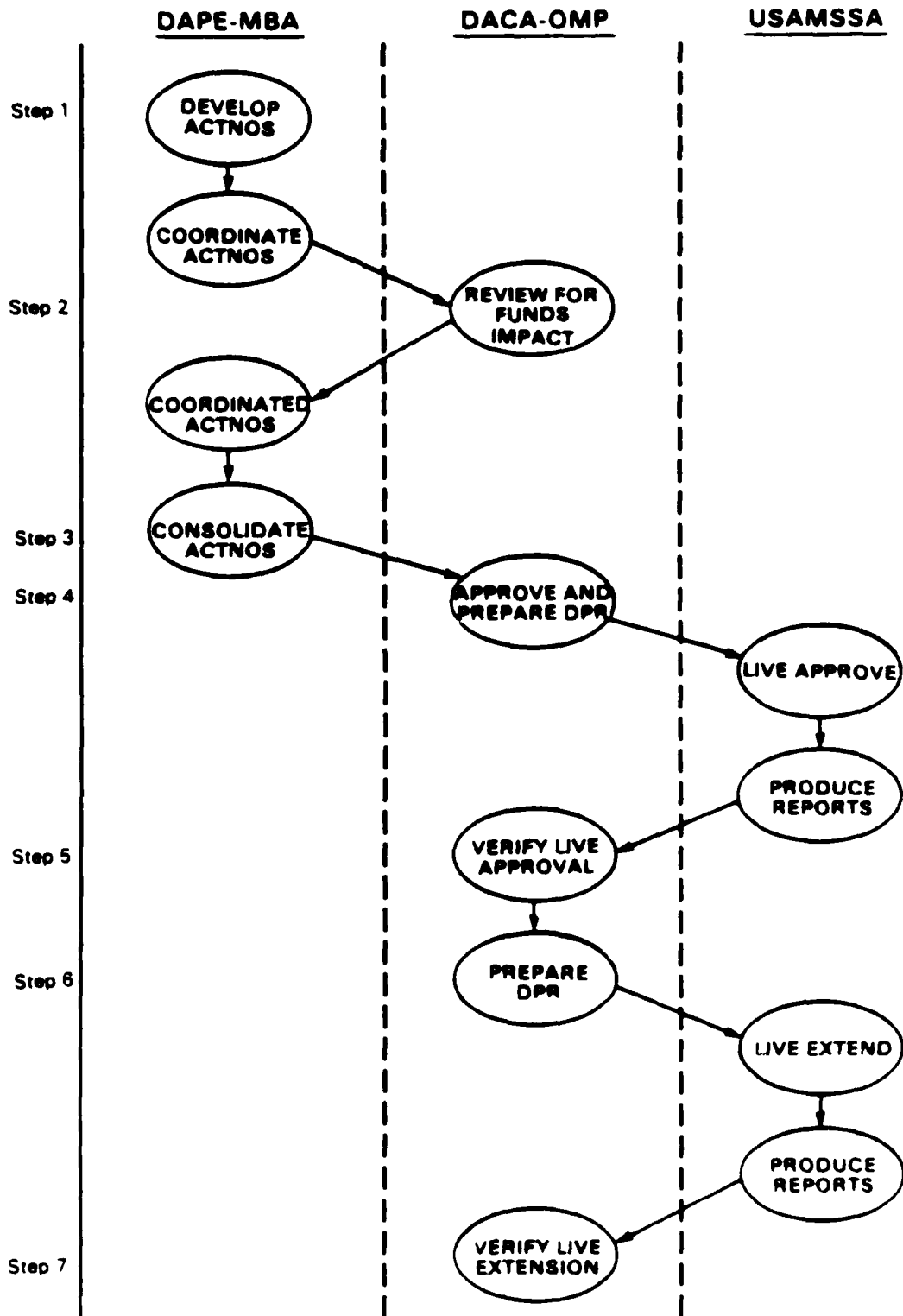

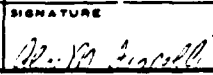


Figure 5.6.1. Coordination of ACTNOS and Update
of FORDIMS-P/BS Flow Chart

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.</small>		DATE 7 May 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0039-84	PRIORITY
TO: USAMSSA Mr. Rink	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Live Approval of FY86-90 POM Actions			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) FY 1984 - FY 1990 POM			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions to Live Approve FY 86-90 POM actions.			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: See Enclosures Contact: Mrs Rogers/77669 Deliver: Call when ready		PROPOSED COMPLETION DATE 8 May 1984	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Ms. Alice Frapolli/50315	
SIGNATURE 		SIGNATURE 	

DAS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 5.6.3. DPR for Live Approval

INSTRUCTIONS TO UPDATE PBS-FORDIMS TO FY 86-90 POM POSITION

1. Produce the following reports to verify start point. (FY 86-90 POM - Miscellaneous and Out-of-Cycle DPR TB-0029-84)

a. DCSPER Summary Reports (RK5-324, RK5-325)

- 1) Approved
- 2) Extended

b. OP-8, 8A, 10 (RK5-521)

2. Upon verification of start point live approve the FY 86-90 POM manpower transaction range as indicated on attached ODCSPER Form 487 dated 5 May 84 Enclosure 2. Run the following reports for verification.

a. OP-8, 8A 10 (RK5-521)

b. Audit Trail by ACTNO (RK5-516)

c. DCSPER Summary Reports (RK5-324, RK5-325)

3. Upon verification of above process Live approve batch coding sheets for Miscellaneous and Out-of-Cycle manpower transactions. This must be completed prior to Live Extending ACTNOs contained in DPR TB-0040-84.

4. Produce RK5-516 Reports for the ACTNO ranges indicated on Enclosure 3.

Encl 1

Figure 5.6.3 (Cont.). DPR for Live Approval

Transmittal Code

K7A Approve a Range of Actions

Source Codes

U COA

P IN SPER

P/BS ACTION APPROVALS
BY ACTNO RANGES

Date entered (date)
Entered by (initials)

5 May 84

STARTING ACTNO													ENDING ACTNO				Remarks	COORDINATION						
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17		18	19	OCA	OMP	MBA	ODCSPER	MBC
K 7 A					M	8	4	1	0	0	1	1	8	4	1	3	3	2	A	MRS ROLLS + SAYS CAT B				
K 7 A					M	8	4	1	3	3	3	1	8	4	1	3	5	2	A	CORRECT BELOW ZERO				
K 7 A					M	8	4	1	3	5	5	1	8	4	1	3	5	6	A	DOC BILL PAYERS 170K YEARS				
K 7 A					M	8	4	1	3	7	6	1	8	4	1	3	8	8	A	ONLY ADJUSTMENT				
K 7 A					M	8	4	1	5	0	0	1	8	4	1	5	2	3	A	FOA REDUCTION				
K 7 A					M	8	4	1	7	0	0	1	8	4	1	7	9	9	A	FOA INITIATIVES				
K 7 A					M	8	4	1	5	2	4	1	8	4	1	9	0	0	A	FOA INITIATIVES				
K 7 A					M	8	4	1	9	0	0	1	8	4	1	9	0	5	A	CIVILIAN (PBO 666) ISSUE				
K 7 A					M	8	4	1	9	0	6	1	8	4	1	9	6	0	A	ADD. MRS ISSUES				
K 7 A					M							1						A						
K 7 A					M							1						A						

LEGEND

F FIC/D

C Card Number

ODCSPER FORM 487 (30 JUL 80)



Figure 5.6.3 (Cont.). DPR for Live Approval

5 MAY 84

ACTNO RANGE	PURPOSE
840101 - 840108	Directed Actions-to comply with OSD memo
840296 - 840468	Partial Rolls and Splits
840495 - 840529	F Transactions
840530 - 840530	USAREUR PARR
840559 - 840586	USAREUR PARR
840607 - 840610	ARPERCEN/RCPAC Transfer
840611 - 840611	Correct below zero in USAREUR BASOPS letter accounts - nets to zero within itself.
840625 - 840662	USAREUR PARR
840702 - 840728	Correct below zeros - will contain some miscellaneous reprogramming. Actnos 840702, 840708, 840709, 840710, 840711, and 840725 contain C type crossovers.
840800 - 840922	Complete Rolls and Splits.
840923 - 840930	Correct below zeros.
841001 - 841332	MRIS Rolls and Splits - category B.
841333 - 841352	Correct below zeros.
841355 - 841356	Out of Cycle Bill Payers.
841376 - 841388	Workyear only adjustments.
841500 - 841523	FOA reduction
841400 - 841499	POM initiatives
841524 - 841900	
841901 - 841905	Civilian (PED 666) issue
841906 - 841960	Additional MRIS issues

Encl 3

Figure 5.6.3 (Cont.). DPR for Live Approval

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.</small>		DATE 7 May 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0040-84	PRIORITY
TO: USAMSSA ATTN: Mr. Rink	FROM: DACA-OMP		TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION
TITLE OF REPORT OR SYSTEM PBS-FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Live Extend FY 86 - 90 POM ACTNO's			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) <u>As required</u> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, date input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS- FORDIMS FY 84 - FY 89			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See attached instructions to Live Extend FY 86 - 90 POM actions.			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: See attached enclosures Contact: Mrs. Rogers/77669 Deliver: Call when ready		PROPOSED COMPLETION DATE 11 May 1984	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Ms. Alice Frapolli/50315	
SIGNATURE 		SIGNATURE 	

DAS FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 5.6.4. DPR for Live Extension

INSTRUCTIONS TO UPDATE PBS-FORDIMS FOR MAY 84 PBG

1. Produce the following reports to verify start point. (FY 86-90 POM)

a. DCSPER Summary Reports (RK5-324, RK5-325)

- 1) Approved FY 86-90 POM Position
- 2) Extended FY 1985 President's Budget (PBG)

b. OP-8, 8A, 10 (RK-5-521)

2. Upon verification of start point live extend the Miscellaneous, Out-of-Cycle, and POM manpower transaction ranges as indicated on attached ODCSPER Forms 488 dated 23 Mar 84, 10 Apr 84, and 5 May 84. Run following reports for verification.

DCSPER Summary Reports (RK5-324, RK5-325).

Encl 1

Figure 5.6.4 (Cont.). DPR for Live Extension

(misc + ooc)

Transaction Code: KBA - Extend a Range of Actions															P/BS ACTION EXTENSIONS BY ACTNO RANGES										Data entered (date): <u>23 MAR 84</u> Entered by (Initials): <u>KVM</u>																									
Source Codes: C COA P DCSPER															STARTING ACTNO										ENDING ACTNO										Remarks										COORDINATION					
															F										C																				OCA			OOCSPER		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19											MBA			MBC																		
C	B	A	M	8	4	0	0	0	1	1	1	8	4	0	0	0	1	1	A	VCSA DELAYED OOC																														
C	B	A	M	8	4	0	0	0	1	3	1	8	4	0	0	0	1	3	A	VCSA DELAYED OOC																														
C	B	A	M	8	4	0	0	0	1	5	1	8	4	0	0	0	1	5	A	VCSA DELAYED OOC																														
C	B	A	M	8	4	0	0	0	1	7	1	8	4	0	0	0	1	7	A	VCSA DELAYED OOC																														
C	B	A	M	8	4	0	0	2	1	1	1	8	4	0	0	2	1	1	A	NEW OOC DECISIONS																														
K	B	A	M	8	4	0	0	2	1	6	1	8	4	0	0	4	2	1	A	NEW OOC DECISIONS																														
K	B	A	M	8	4	0	0	8	1	1	1	8	4	0	0	9	7	1	A	BILL PAYERS FOR OOC																														
K	B	A	M	8	4	0	1	8	6			8	4	0	2	1	7		A	Miscellaneous																														
K	B	A	M	8	4	0	2	2	1			8	4	0	2	5	9		A	Miscellaneous																														
K	B	A	M	8	4	0	2	7	0			8	4	0	2	7	7		A	Miscellaneous																														
K	B	A	M	8	4	0	2	8	6			8	4	0	2	9	0		A	Miscellaneous																														

LEGEND: P - PICOD
C - Card Number

Encl 2

Figure 5.6.4 (Cont.). DPR for Live Extension

Transaction Code:

K8A - Extend a Range of Actions

Source Codes:

C COA

P DCSPER

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STARTING ACTNO

ENDING ACTNO

Remarks

COORDINATION

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STARTING ACTNO

ENDING ACTNO

Remarks

COORDINATION

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6

7

8

9

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11

12

STARTING ACTNO

ENDING ACTNO

Remarks

COORDINATION

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6

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12

STARTING ACTNO

ENDING ACTNO

Remarks

COORDINATION

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STARTING ACTNO

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Remarks

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STARTING ACTNO

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STARTING ACTNO

LEGEND: P - FICOD
C - Card Number

UNIVERSITY OF CALIFORNIA

Figure 5.6.4 (Cont.). DPR for Live Extension

**P/BS ACTION EXTENSIONS
BY ACTNO RANGES**

Transaction Code:
KBA - Extend a Range of Actions

Source Codes:
 { C COA
 { P DCSPER

Data entered (date): 5 May 84
 Entered by (initials):

STARTING ACTNO													ENDING ACTNO						Remarks	COORDINATION						
F	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18		19	OCA	OMP	MBA	ODCSPER	MBC	
K	8	A			M	8	4	0	1	0	1	1	8	4	0	1	0	8	A	DIRECTED ACTIONS PARTIAL ROLLS & SPLITS						
K	8	A			M	8	4	0	1	2	9	6	1	8	4	0	1	6	8	A						
K	8	A			M	8	4	0	1	5	3	0	1	8	4	0	1	5	3	0	A	Pom INITIATIVES				
K	8	A			M	8	4	0	1	5	5	8	1	8	4	0	1	5	8	6	A	USAREUR PARR ARPERCEN/TRANS				
K	8	A			M	8	4	0	1	6	0	7	1	8	4	0	1	6	1	0	A	ARPERCEN/TRANS CORRECT BELOW ZERO				
K	8	A			M	8	4	0	1	6	2	7	1	8	4	0	1	6	2	7	A	USAREUR PARR CORRECT BELOW ZERO				
K	8	A			M	8	4	0	1	7	0	2	1	8	4	0	1	7	0	2	A	COMPLETE ROLLS & SPLITS				
K	8	A			M	8	4	0	1	8	0	0	1	8	4	0	1	8	0	0	A	BELOW ZERO CORRECT				
K	8	A			M	8	4	0	1	9	2	3	1	8	4	0	1	9	2	3	A	MIRIS ROLLS & SPLITS				
K	8	A			M	8	4	0	1	0	0	1	1	8	4	0	1	0	0	1	A					

LEGEND: F - FICOD
C - Card Number

ODCSPER :ORM 4RR (30,111 RM)

Figure 5.6.4 (Cont.). DPR for Live Extension

Transaction Code															Data entered (date): 11 May 64																			
KBA - Extend a Range of Actions															Entered by (initials):																			
Source Codes:																																		
C COA																																		
P DCSPER																																		
P/BS ACTION EXTENSIONS BY ACTNO RANGES																																		
STARTING ACTNO															ENDING ACTNO										COORDINATION									
C															C										OCCASION									
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Figure 5.6.4 (Cont.). DPR for Live Extension

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5.7 Foreign Currency Fluctuation Determination

5.7.1 General

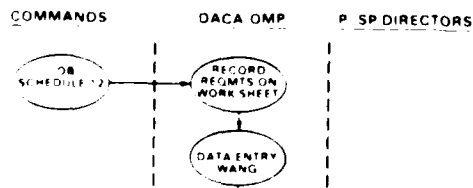
To support its operations in foreign countries, local Army commands must convert U.S. currency into the local currency. The fluctuations in currency exchange rates require flexibility in funding levels. In 1979, Congress established a continuing transfer account, Foreign Currency Fluctuations, Defense (FCF,D) Fund to provide funds for the difference between foreign currency exchange rates used in the budget and the rates actually being experienced during program execution. The purpose of this fund is to ensure the programs approved by Congress are executed despite decreases in the purchasing power of the dollar. The Army maintains a centrally managed account at USAFAC for receiving and returning funds to and from the FCF,D Fund. DACA-OMP is responsible for the Army account and management of foreign currency determinations. DACA-OMP must determine the total dollars required for exchange into foreign currencies to meet Army obligations in foreign currencies. The procedures outlined in this section describe the steps that must be taken to determine the dollars needed for exchange into foreign currencies and the requirements for transfers into and out of the Army foreign currency fluctuation account.

The entire process is shown in the flow chart, Figure 5.7.1.

5.7.2 Receipt of Requirements

Step 1 Field commands report their requirements for foreign currencies in Schedule 12a of the COB. The requirements are stated

in terms of the specific currency, APPN, P/SF, and element of expense (EOE). The exchange rates used by the commands are those received in the latest document from HQDA, e.g., President's budget or PBG. An

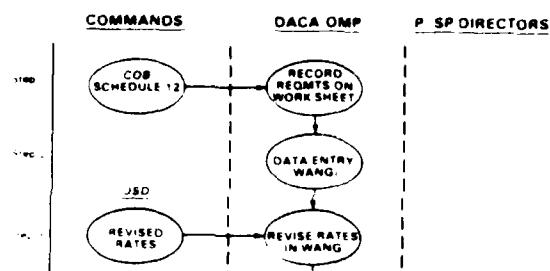


example of the COB Schedule 12a is in Figure 5.7.2. DACA-OMP records the data shown in Schedule 12a on a work sheet which shows personnel costs separate from non-personnel costs (Figure 5.7.3).

Step 2 The information recorded on the work sheets is typed into the WANG foreign currency program (ID # MENU). The WANG program automatically computes the command totals for each currency.

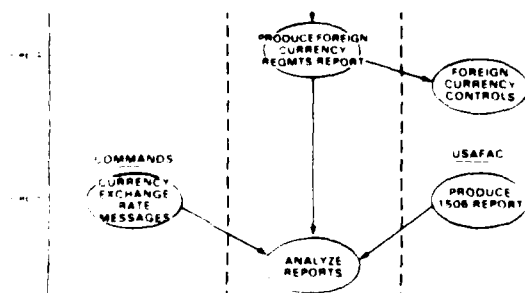
5.7.3 Revision of Exchange Rates

Step 3 If rates change from those previously used, changes to the dollar requirements must be made. The changed rates are provided to DACA-OMP via budget call or PBD. The revised rates are entered into the WANG program. The WANG program recomputes the dollar amounts based on the revised rates.



5.7.4 Production of Reports

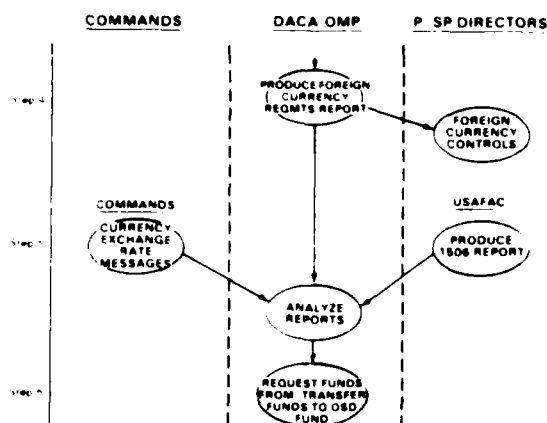
Step 4 When all exchange rate revisions have been received and entered into the WANG program, the Foreign Currency Requirements Report (Figure 5.7.4) is printed. The report is distributed to P/SP directors for use in preparing budget exhibits. DACA-OMP also uses the report to prepare budget exhibits PB-18 and OP-32.



5.7.5 Adjustment of Foreign Currency Fluctuation Account

Step 5 The Foreign Currency Fluctuation Report (DD COMP (M) 1506) (Figure 5.7.5), received from USAFAC, provides information on

obligations and disbursements of funds for foreign currency exchange. The 1506 report, along with the actual exchange rate information contained in the "Wall Street Journal" newspaper and periodic messages from U.S. Army Europe and U.S. Army Japan, are used to evaluate the status of the foreign currency fluctuation account.



The data from those sources are selectively entered into the WANG Foreign Currency Requirements Report program to perform "what-if" drills to determine foreign currency requirements.

Step 6 If the analysis performed in Step 5 so indicates, funds are transferred into or out of the foreign currency fluctuation account. This is accomplished by sending a memorandum to the OSD Comptroller. An example of a request for funds is at Figure 5.7.6. To provide the funds to the Army, OSD issues, through Washington Headquarters Services, a Standard Form 1151, an example of which is at Figure 5.7.7. The Standard Form 1151 goes to the Treasury Department with a copy to USAFAC. The Treasury Department transfers the funds to USAFAC, where they are placed in the Army account for currency fluctuation.

ACTION: Foreign Currency Fluctuation Determination

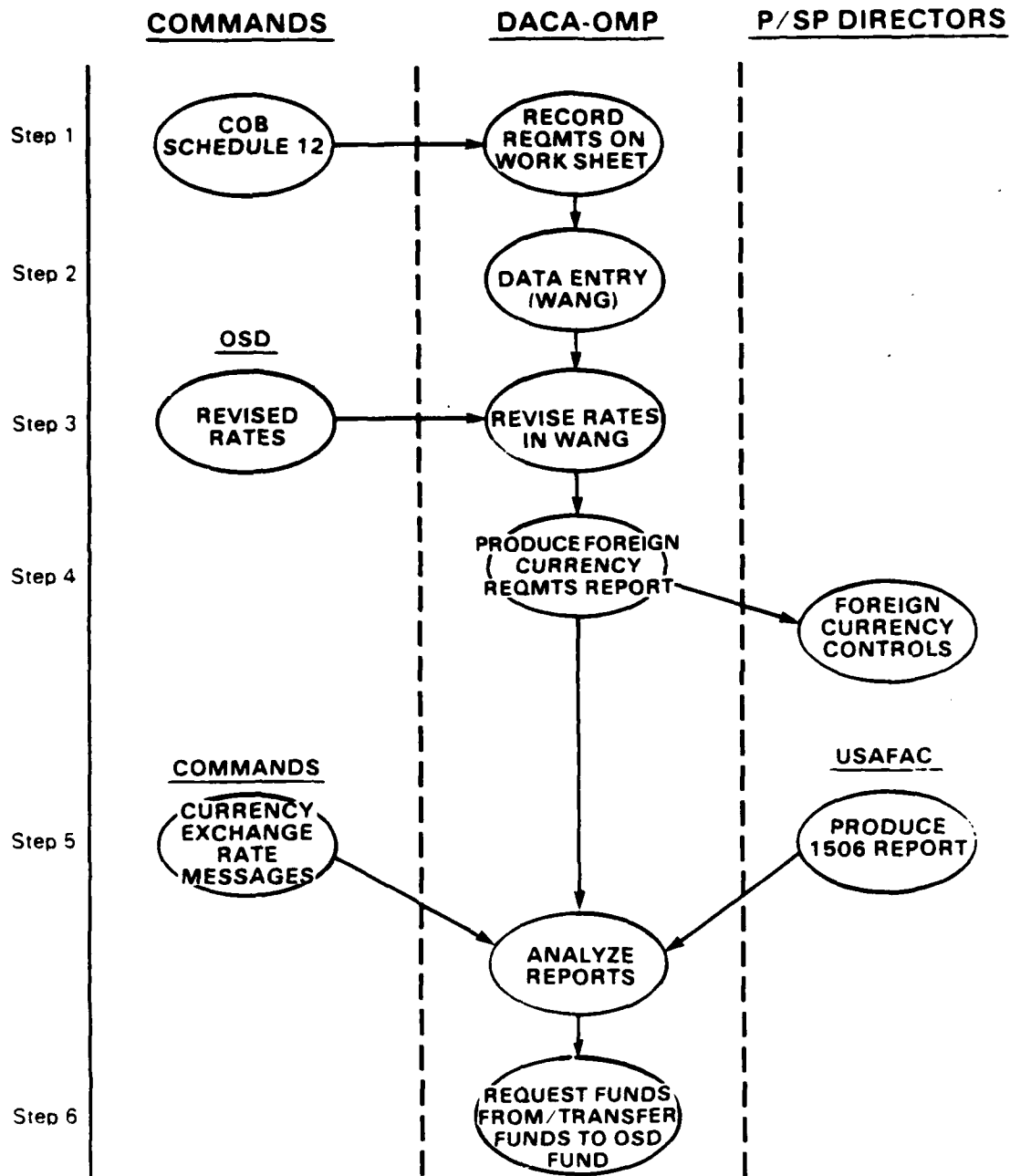


Figure 5.7.1. Foreign Currency Fluctuation Determination Flow Chart

COMMAND OPERATING BUDGET, FY 85/86
 SCHEDULE NUMBER: 12a
 TITLE: CURRENCY REVALUATION

Command/Agency: DARCOM
 Command Code: 600
 POC: Thomas Speights 274-8990

APPROPRIATION: OMA
 ACCOUNT: 720000

PART 11

Currency: Marks
 Exchange Rate:

Element of Expense	FY 84 (2.71)	FY 85 (3.22)	FY 86 (3.07)
16			
17	1,521	1,598	1,676
20	20	16	18
Sub-Total	1,541	1,614	1,694
21			
22	79	82	87
23	4,378	1,717	1,801
24			
25	34,067	26,001	26,035
26	175	129	131
27	22,152	(17,028)	(16,769)
31			
Sub-Total	16,547	10,901	11,285
TOTAL	18,088	12,515	12,979

Narrative Explanation:

OMA Form 175a, 1 December 1983

Figure 5.7.2. COB Schedule 12a

PY 1983

PERSONNEL

CURRENCY: US\$	TOTAL	USARJ	USAF/ICHT	DAF/COM	USEUCOM	USACC	USACE	TAG	USAC/DC	INSCOM	TSA	WINT	USAC/SC	USAR/IR
PROGRAM 2														
NSN	4,220													1,186
BOS -	8,449													8,449
BPMA	5,578													5,578
PROGRAM 3-C														
NSN	603					603								
BOS -														
BPMA														
PROGRAM 7-I														
NSN														
BOS -														
BPMA														
PROGRAM 3-O														
NSN														
BOS -														
BPMA														
PROGRAM 7-M (NSN)														
PROGRAM 7-B														
NSN	2,233										1,086	88		1,511
BOS -														
BPMA														
PROGRAM 8-T														
NSN														
BOS -														
BPMA														
PROGRAM 8-O (NSN)														
PROGRAM 8-H														
NSN	2,15													215
BOS -	8,449													8,449
BPMA														8,449
PROGRAM 9														
NSN	37													37
BOS -														
BPMA														
PROGRAM 10 (NSN)														
TOTAL	19,295													17,841
NSN	5,618													5,618
BOS -	8,449										10,86	88		8,449
BPMA	5,578													5,578

Figure 5.7.3. Foreign Currency Requirements Work Sheet

REPORT DATE 11/09/83	FOREIGN CURRENCY REQUIREMENTS REPORT BY FY AND COUNTRY						PAGE 24
	COUNTRY	US \$ REQUIRING CONVERSION	RATE IN BUDGET	FOREIGN CURRENCY REQUIRED	ADJUSTED RATE	ADJUSTED REQUIREMENT	
	CANADA USAREUR	\$ 2	8.9 MSN	\$ 10.9	0.813008	\$ 8.9	85
		\$	8.9	\$ 10.9		\$ 8.9	COUNTRY TOTAL
	DENMARK USAREUR	\$ 2	144.4 MSN	\$ 1,305.4	0.105820	\$ 138.1	85
	DENMARK USAREUR	\$ 2	11.9 MSN	\$ 107.6	0.105820	\$ 11.4	85
		\$	156.3	\$ 1,413.0		\$ 149.5	COUNTRY TOTAL
	FRANCE USAREUR	\$ 10	5,522.3 MSN	\$ 41,803.6	0.125156	\$ 5,232.0	85
	FRANCE USAREUR	\$ 2	87.0 MSN	\$ 658.6	0.125156	\$ 82.4	85
	FRANCE USAREUR	\$ 21,431.4 MSN	0.132101	\$ 162,235.0	0.125156	\$ 20,304.7	85
	FRANCE USAREUR	\$ 7-S	146.3 MSN	\$ 1,107.5	0.125156	\$ 138.6	85
	FRANCE USAREUR	\$ 19.1 MSN	0.132101	\$ 144.6	0.125156	\$ 18.1	85
		\$	27,206.1	\$ 205,949.3		\$ 25,775.8	COUNTRY TOTAL
	GERMANY 3-C	\$ 28,432.3 MSN	0.396826	\$ 71,649.3	0.381170	\$ 27,310.6	85
	GERMANY 3-1	\$ 126.0 MSN	0.396826	\$ 317.5	0.381170	\$ 121.0	85
	GERMANY DARCOM	\$ 3-1 MSN	0.396826	\$ 150.9	0.381170	\$ 57.5	85
	GERMANY DARCOM	\$ 118,300.6 MSN	0.396826	\$ 298,117.1	0.381170	\$ 113,633.3	85
	GERMANY DARCOM	\$ 1,896.6 MSN	0.396826	\$ 4,779.4	0.381170	\$ 1,821.8	85
	GERMANY DARCOM	\$ 7,711.5 MSN	0.396826	\$ 19,433.0	0.381170	\$ 7,407.3	85
	GERMANY	\$ 1,578.7	0.396826	\$ 3,978.3	0.381170	\$ 1,516.4	85

Figure 5.7.4. Foreign Currency Requirements Report

FOREIGN CURRENCY FLUCTUATION REPORT
FOR THE ARMY, OPERATION & MAINTENANCE, ARMY 94
(THOUSANDS OF DOLLARS)

000 000 000 000

CATEGORY	CYCLE YEAR DIFF	UNPLANNED OBLIGATIONS BUDGET GAT	ACQUIRED VARIANCES	REALIZED VARIANCES	OBLIGATIONS INCREASED BUDGET BARE
BELGIAN	FRANC	3,046	-119	10	4,000
CANADA	DOLLAR	0	0	0	0
CHINA	YUEN	13	-0	0	13
FRANCE (F005)	FRANQUE MARK	210,799	-1,160	4,263	767,315
FRANCE	FRANC	516	-15	0	516
GERMANY	MARK	103	-7	-8	927
ITALY	LIRA	4,831	32	101	11,881
JAPAN	YEN	7,355	1,400	1,500	16,127
EUROPEAN	CURRENCY	47	-5	-30	-1,241
GERMANY	MARK	0	0	0	0
PHILIPPINES	PESO	0	0	0	0
PORTUGAL	ESCUDO	0	0	0	0
SPAIN	PESETA	18	-1	0	18
TURKEY	LIRA	3	-1	0	8
UNITED KINGDOM	POUND	8,619	-237	-112	497
TOTAL		236,430	-82	5,014	800,353

FOOTNOTES:
1. FUNDS PROVIDED BY ARMY \$ NONE
2. ANTICIPATED GAIN (LOSS) REMAINDER OF FY 84 \$ NONE

Figure 5.7.5. Foreign Currency Fluctuation Report



DEPARTMENT OF THE ARMY
OFFICE OF THE COMPTROLLER OF THE ARMY
WASHINGTON, D.C. 20310

REPLY TO
ATTENTION OF
DACA-OMP

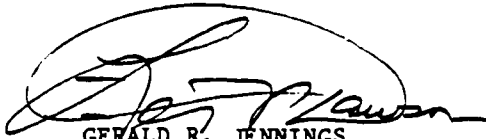
02 DEC 1983

MEMORANDUM FOR DIRECTOR FOR OPERATIONS, OASD(C)

SUBJECT: Foreign Currency Fluctuation, Defense Fund - INFORMATION MEMORANDUM

Request \$73.4 million of Foreign Currency Fluctuation, Defense Funds be transferred to FY 1984 Operation and Maintenance, Army Appropriation. This is required based on the fact that the FY 1984 Appropriations Act reflects a German Mark rate of 2.71 DM/\$ versus actual experience through 27 November 1983 of 2.62 DM/\$.

FOR THE COMPTROLLER OF THE ARMY:


GERALD R. JENNINGS
for Brigadier General, GS
Director of Operation
and Maintenance, Army

LESTER P DAWSON
LTC GS
HQ, ODOMA

Figure 5.7.6. Foreign Currency Request

NONEXPENDITURE TRANSFER AUTHORIZATION

DEPARTMENT OF THE TREASURY
To BUREAU OF GOVERNMENT FINANCIAL OPERATIONS
APPROPRIATION & INVESTMENT BRANCH
ROOM 3055 GAO BUILDING, 441 G STREET, NW
WASHINGTON, D.C. 20226

ACCOUNTING DATE

JUN 30 1984

Appropriation and
Investment Branch

You are hereby authorized to effect the transfer indicated below.

TRANSFER FROM (D. O. Symbol)		TRANSFER TO (D. O. Symbol)	
Dept.	DoD-Washington Headquarters Services	Dept.	of the Army
Bureau	Room 3B269, Pentagon	Bureau	U.S. Army Finance & Accounting Center
Address	Washington, D.C. 20301	Address	Indianapolis, IN 46249
APPROPRIATION OR FUND SYMBOL	AMOUNT	APPROPRIATION OR FUND SYMBOL	AMOUNT
97XC801	16,800,000.00	2142020	16,800,000.00
Unobligated balance			

AUTHORITY

Public Law 95-457, 92 Stat. 1236
Public Law 96-38, 93 Stat. 100
Public Law 97-377, 96 Stat. 1865

The above transfer is proper under the authority cited.

26 June 1984

(Date)

GLEN ROW

(Appropriating Officer)

DoD/WHS

Chief, Departmental Accounting Branch

(Treasury Form 88)

(Date)

*"Division of Central Accounts" or "Investment Branch" depending on type of transaction.

U.S. GOVERNMENT PRINTING OFFICE 1980 O-315795

883-038

WHS 84-05

004-002

Figure 5.7.7. Standard Form 1151

5.8 Out-of-Cycle (OOC) Manpower Program

5.8.1 General

The PPBES is the Army's primary tool used in the distribution of manpower and dollar resources. Commands or agencies identify requirements through their PARR and COB submissions. Resources are then identified in the PBG. However, due to OSD, Executive Branch or Congressional decisions or HQDA Force Structure/Program changes it is often necessary to make manpower and associated dollar adjustments between PBG cycles.

The OOC program is designed to prioritize OOC requirements, identify sources of resources and allocate resources to support the requirements. For those OOC requirements that cannot be met with existing resources within the requesting command, a HQDA level review is undertaken. Requests are first validated by the ARSTAF proponent and then referred to the DA OOC Manpower Committee. The organization, authority and responsibilities of the OOC committee and ARSTAF are specified in AR 570-4 and CSR 5-17.

The OOC Manpower Program is administered by the DCSPER. The OOC committee is co-chaired by the Director, Manpower Programs and Budget (ODCSPER Representative) and the Director, Force Programs (ODCSOPS Representative). The DOMA serves as the OCA representative. The Chief, Manpower and Force Programs Analysis Division (DPAE representative) serves in an advisory capacity.

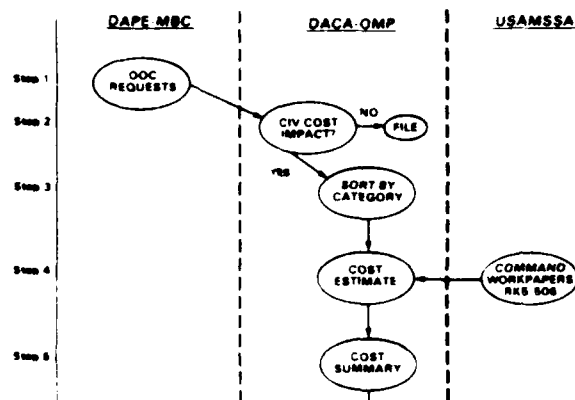
The OOC Manpower Committee meets at the call of the co-chairpersons not less frequently than once each PBG cycle. Command input is submitted not later than 55 days prior to a scheduled OOC committee meeting. All command requests must be validated by the ARSTAF proponent prior to review by the committee. DACA-OMP reviews the requests for civilian manpower impact and estimates the civilian manpower costs associated with the change.

The entire process is shown in the flow chart, Figure 5.8.1.

5.8.2 Receipt and Review of OOC Requests

Step 1 OOC requests are processed within the ARSTAF by DAPE-MBC. Each request is forwarded via a DF (Figure 5.8.2) which identifies the request and establishes a suspense date for response. Each request is in the format shown in Figure 5.8.3.

Step 2 Each request is reviewed to determine if it has civilian man-



power cost impact. If it has none, the request is annotated "no civilian manpower impact" and a copy placed in the OOC file. If there is a civilian manpower impact, DACA-OMP must estimate the civilian manpower costs associated with approving the request.

Step 3 Requests are first categorized by type indicated at the top of the request, i.e., Force Structure Adjustment, Joint/DoD Directed Action, DA Directed Action or Non-Directed Request.

5.8.3 Cost Estimates

Step 4 A cost estimate is made for each request using the Analysis of Civilian Personnel Cost, Basic Level Command Workpapers (RK5_506) (Part III, Section 2) supporting the previous PBG position. The RCOMD and AMSCO is shown on the OOC request. Refer to the same RCOMD and AMSCO in the RK5_506 Report. Take the total dollars and divide by the MY which gives the average WY dollars. Multiply this figure by the number of spaces requested for each FY to get the estimated WY costs

for each year. Most OOC requests are new starts and approvals will not be made nor funds allocated until some point well into the current year. Thus, only a portion of the first (current) workyear costs should be estimated, i.e., for the Sep OOC requests estimate 1/2 of the average annual WY costs for the current year; for Feb estimate 1/4; and, for May estimate 1/8.

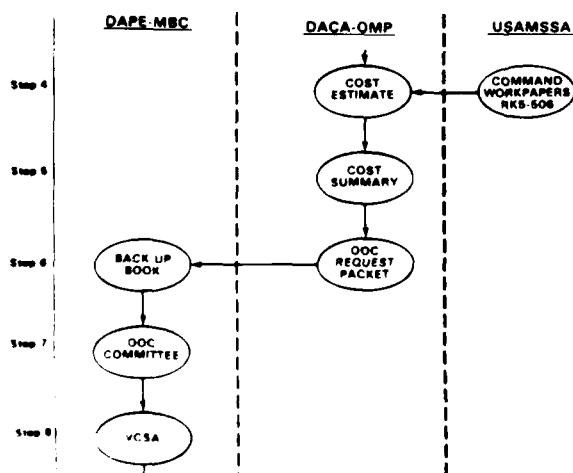
The estimated costs are broken out by P/SP (MSN/BOS(-)/RPMA) and annotated on the bottom of the request (Figure 5.8.4).

Step 5 After each request is costed, a summary sheet is prepared to show the total estimated cost impact of all the requests by category (Figure 5.8.5).

Step 6 The annotated requests and summary sheets are returned to DAPE-MBC by a Comment 2 on the tasking DF. Additionally, a copy of the summary sheet and annotated requests, grouped by category, are provided the DOMA/DDOMA for read-ahead.

5.8.4 OOC Manpower Committee Meeting

Step 7 The OOC Manpower Committee meeting is scheduled by DAPE-MBC and notification provided committee members and interested ARSTAF elements (Figure 5.8.6). The committee reviews the OOC requests and ARSTAF evaluations, recommends allocation of available manpower, decides on Army-wide requests deemed inappropriate for presentation to the VCSA and makes manpower resource recommendations to the VCSA.

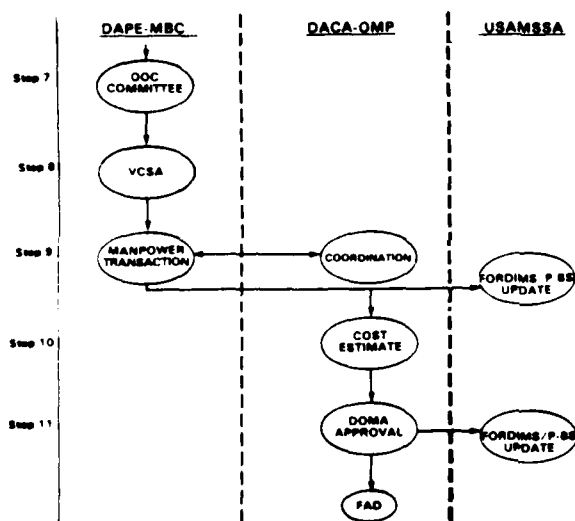


Step 8 Following the committee meeting ODCSPER prepares a report of committee action and recommendations to the VCSA in the form of an action memorandum and presents a decision briefing to the VCSA.

Step 9 Following the VCSA decision ODCSPER advises the commands through messages of the results, prepares a manpower transaction which is coordinated with DACA-OMP and enters the transaction into FORDIMS-P/BS to update the PBG.

5.8.5 Funding Authorized Changes

Step 10 DAPE-MBA provides DACA-OMP a list of the transactions approved in the OOC process (Figure 5.8.7). These costs may differ from what was originally estimated by the commands; thus, new cost estimates must be prepared as explained in Step 4.



These costs may differ from what was originally estimated by the commands; thus, new cost estimates must be prepared as explained in Step 4.

These estimates are used to prepare funding changes that are to be reflected in the OMA ledger controls (see paragraph 5.4).

Step 11 The DDOMA decides which transactions will be funded. Based on the DDOMA decisions, funding authorization documents are prepared for the current year by DACA-OMP command analysts based on DACA-OMP (Manpower Team) estimated costs and entered into the USAFAC fund control system by DACA-OMP (Execution Team). DACA-OMP (Manpower Team) prepares a DPR to enter the ACTNOs approved for funding and to update the FORDIMS-P/BS (Figure 5.8.8).

ACTION: Out-of-Cycle Manpower Program

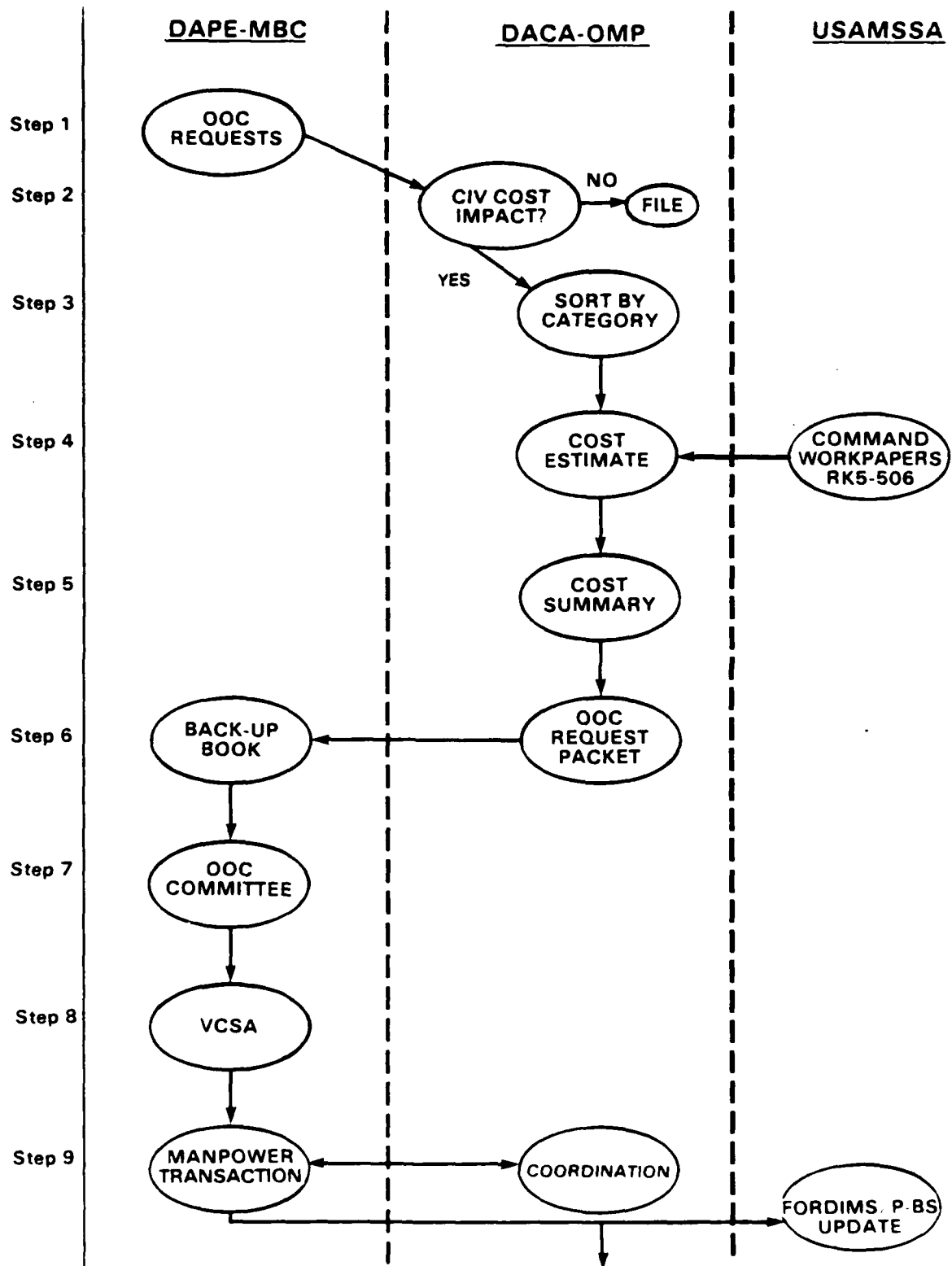


Figure 5.8.1. Out-of-Cycle Manpower Program Flow Chart

**ACTION: Out-of-Cycle Manpower Program
(Continued)**

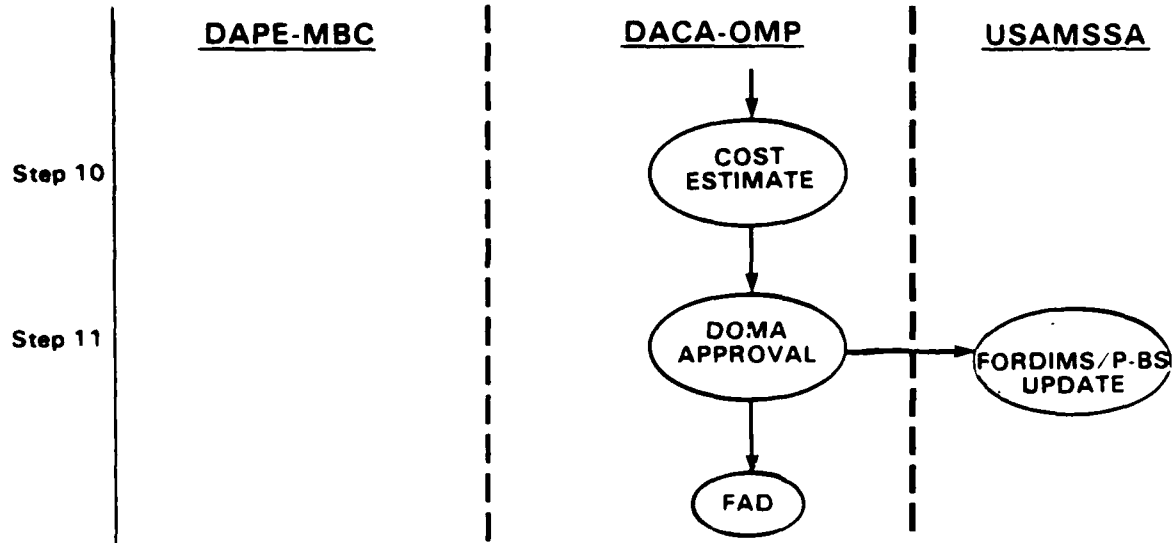
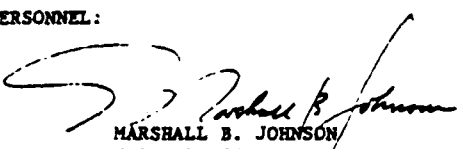


Figure 5.8.1 (Cont.). Out-of-Cycle Manpower Program Flow Chart

DISPOSITION FORM		S: <u>SOONEST</u>	
For use of this form, see AR 340-18; the proponent agency is TAGO.			
REFERENCE OR OFFICE SYMBOL DAPE-MBC-P	SUBJECT OOC Request UNCLASSIFIED		
TO SEE DISTRIBUTION	FROM DAPE-MBC	DATE 8 MAY 1984 Hqs. Pbindexter/Cah/78949	CMT 1
1. Reference AR 570-2, Ch 1 and CSR 5-17. 2. Attached is an out-of-cycle manpower request from <u>DACA-CAW, US Army</u> <u>Cost Center</u> for <u>36 Civilian Manpower</u> <u>SPACS.</u> 3. Request addressees evaluate basic requirement in areas of proponency/expertise, provide comments for the DA Out-of-Cycle Manpower Committee and VCSA and recommend support or non-support of the request. Additionally: DAPE-MBA; request PDIP, AMSCO, UIC data be verified/secured if not indicated. ARMA impact? PDIP POC/Program Director; is request consistent with POM and in line with other known on-going initiatives? Has this request previously competed in the PPBS process? 4. Other: <u>Late staffing. Telephonic input requested.</u> 5. Request response NLT date indicated above.			
FOR THE DEPUTY CHIEF OF STAFF FOR PERSONNEL:			
Encl	 MARSHALL B. JOHNSON Colonel, GS Chief, Manpower Management and Analysis Division		
DISTRIBUTION: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> PEMS-2A DAPE-MBA DAPE-MPM DACA-OMP DACA-RMC DACS-DPM DAHO-FDP DAHO-SDR DAHO-SMS </div> <div style="width: 45%;"> PDIP-POC(s) Program Director(s) DAHO- DAHO- DAHO- DALO-PLF DACA-2XA </div> </div>			
TO: DAPE-MBC-P	FROM:	DATE:	CMT 2
UNCLASSIFIED Classification			

DA FORM 2496
AUG 80

PREVIOUS EDITIONS WILL BE USED

U.S. GOVERNMENT PRINTING OFFICE: (1982-372-711)

Figure 5.8.2. OOC Tasker

FORCE STRUCTURE JOINT/DOD DIRECTED DA DIRECTED MON DIRECTED

OUT-OF-CYCLE REQUEST

NUMBER CNO/AGENCY SUBJECT PT 84 OFF/ WO/ ENL/ OH/ IOM PT 85 OFF/ WO/ ENL/ OH/ IOM THRU PT

SUPPORTING INFO:

TRADEOFFS:
IMPACT STATE: 1:

DIC: PDIP: AMSCD: FILE: ETR: TYR: REF REQUEST:

ARMY STAFF COORDINATION: NONSUPPORTED: OOC/VCSA ACTION:

Figure 5.8.3. OOC Request Format

I FORCE STRUCTURE JOINT/DOO DIRECTED DA DIRECTED MON DIRECTED

OUT-OF-CYCLE REQUEST

NUMBER	CMD/AGENCY SUBJECT	PT 84 OFF/ MO/ ENL/ DM/ IOM	PT 85 OFF/ MO/ ENL/ DM/ IOM	THRU PT
1	DAMD-PD FONSCOM Inactivations	/ / / 236/	/ / / 236	89

SUPPORTING INFO: HQDA and FONSCOM identified and scheduled 36 FONSCOM units (8788 all spaces) on TRADOC installations to be inactivated or transferred connection with the Reserve Components Initiatives Package and Force Modernization Issues. Inactivations of 6 of the FONSCOM units on TRADOC posts will have significant impact on training if HQDA does not provide offsetting resources. Resources req'd are: 524th Pers Co -60; 18th Regt Det -24; 444th Trans Co -120; 342d Truck Co -32; 83th CSB -17.

TRADEOFFS:
IMPACT STATEMENT: Above

DOC: See Reqst POIP: JSGT AMSCO: See Reqst FILE: 54
8576.N 219 C.V
54719- 17 C.V

ARMY STAFF COORDINATION:
SUPPORTED:

UNSUPPORTED:

DOC/WCSA ACTION:

REF REQUEST: DAMD-PDP, DP dtd 10 Jan 84

Changed from 74,774
169 CIV to 236 CIV

End of Requirements	84(14 m)	85 89
PST (BO)	1,112,275	4731,635
PST (MUN)	87,772	513,031
TOTAL	1,287,047	5704,716

Figure 5.8.4. Costed OOC Request

	1984	1985	1986	1987	1988	1989
CEM	237	237	237	237	237	237
MSN	1316	5134	5134	5134	5134	5134
80-	117	402	402	402	402	402
RPMA	1199	4732	4732	4732	4732	4732
P8-T (80-)	219	219	219	219	219	219
P8-M (MSN)	17	373	373	373	373	373
P9 (MSN)	1	1	1	1	1	1
	29	29	29	29	29	29

Figure 5.8.5. OOC Summary Sheet

20 DDOMA
DOMA ~~5/16~~
~~PBA~~

SANDY

OOO MTG

Thu 17 May 1330 - 1630 2C725

MG MEHL
BG LUCK
BG JENNINGS
COL RIGBY
ACTION OFFICERS

VCSA DECISION BRIEFING

To Be Determined
(o/a Early June)

AGENDA

1. Review outstanding Jan 84 issues
2. Review new requests

Figure 5.8.6. OOC Meeting Schedule

PAGE 0015


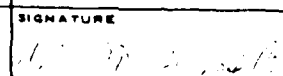
ACTHIO-840029 STATUS-UNAPVD PLEGIN- BUDIN- AGCY-IBAC ACTOF-MITCHELL DAQUD-35CD JAN 84 OUT-OF-CYCLE UDATE=840307
THPUR-35CD NEW OOC ACTIONS - RESOURCES TO SPT OSD DIRECTED TELAD JOINT TEST FORCE
SUBJTI-H JAN 1994 OUT OF CYCLE HAIPOURER ALLOCATIONS - TARGET ENGAGEMENT USING LASTER DESIGNATOR (TELAD)
DOCHT-VCSAOCNCSG FTSY-DACS-ZB DTDIG-062030ZMAR84 OVPST-NO

[illegible]

- END OF ACTION -

Fielding	Repayments	81/	85-87
P_2 (MSU)	23,695		47,050

Figure 5.8.7. PBS Guidance by ACTN0

DATA PROCESSING REQUEST (DPR)		DATE 23 Nov 83	REPORTS CONTROL SYMBOL
For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.		REQUEST NUMBER TB-0007-83	PRIORITY
USAMSSA Attn: Mr. Frank	FROM: DACA-OMP	TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION	
TITLE OF REPORT OR SYSTEM PBS - FORDIMS			
AUTHORIZING DOCUMENT CSR 11-18			
PURPOSE OF REQUEST Update file with miscellaneous & out-of-cycle			
FREQUENCY <input checked="" type="checkbox"/> RECURRING (Indicate frequency) As required <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
INPUT DESCRIPTION (Such as source, format, date input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS - FORDIMS FY 84-FY 89			
ITEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) 1. Try to edit, approve ACTNO range on attached instruction sheet. 2. Upon verification of reports, live approve range. NOTE: Do <u>not</u> live extend these actions until notified by separate DPR.			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary)		PROPOSED COMPLETION DATE 29 Nov 1983	
1. Output: See Inclosure			
2. Contact: Mrs. Rogers/77669			
3. Deliver: Call when ready			
REQUESTING AUTHORITY		REQUESTING AGENCY DATA AUTOMATION COORDINATOR	
TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. JEAN S. ROGERS 77669		TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. ALICE M. FRAPOLLI/50315	
SIGNATURE 		SIGNATURE 	

DAS FORM 56
1 MAR 1974

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE

Figure 5.8.8. OOC DPR

Revision TO DPR TB - 0007-83 Dated 23 Nov 83

INSTRUCTIONS

1. Please run edits and updates on attached range of ACTNO's:

- a. AIF Manpower ACTNO

~~839720~~
837899

- b. Miscellaneous Manpower ACTNO's

837906 - 837999

839000 - 839075

839101 - 839299

837901 ----"F" Misc Balance

837903 ----"F" Misc Balance

837904 ----"F" Misc Balance

839076----Military only

839484-839495 Military only

- c. Out-of-cycle Manpower ACTNO's:

839300 - 839483

837900 ---- (Mil) "F" Out-of-cycle

837902 ---- (Civ) Bill payers

2. Run the following reports for verification 1 copy each.

- a. Appropriation Workpapers (RK5F501Y)
b. ACTNO Audit Trail (RK5F516Y)
c. OP8 & OP10 (RK5F521Y)
d. DCSPER Summary Reports (RK5F324Y, RK5F325Y)

3. The Fiscal Year Range is FY 84-89. Title of reports should read "FY 85 President's Budget Position." Audit Reports reflecting above mentioned title in 1 above plus ACTNO range.

4. Run special audit trail by appropriation (RK5F513Y) for the following ACTNO range:

DARCOM R & D /AIF Transfer

837910 - 837911

837913 - 837915

837942

837978

839205 - 839215

839218 - 839224

Mrs. Rogers/77669
As of 1 Dec 83

Figure 5.8.8 (Cont.). OOC DPR

14-1-83
 Data entered (date):
 Entered by (initials):

**P/B ACTION APPROVALS
BY ACTNO RANGES**

K A Approval Range of Actions
 P B S R

		CLASSIFIED ACTNO												ENDING ACTNO						REMARKS	COORDINATION			
		C												C							OCA	MBA	MBC	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19						
K	7	A																	81317191014	A	Misc. & OOC "Is"			
K	7	A																	81317191016	A	Miscellaneous			
K	7	A																	81317191017	A	"			
K	7	A																	81317191019	A	"			
K	7	A																	81317191013	A	Out of Cycle			
K	7	A																	111111111111	A				
K	7	A																	111111111111	A				
K	7	A																	111111111111	A				
K	7	A																	111111111111	A				
K	7	A																	111111111111	A				
K	7	A																	111111111111	A				
K	7	A																	111111111111	A				

LEGEND F FICOD
 C Card Number

Figure 5.8.8 (Cont.). OOC DPR

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SECTION 6

BUDGET EXHIBITS

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6.1. Budget Exhibit PB-5 (Analysis of Pay Increase Costs)

6.1.1 General

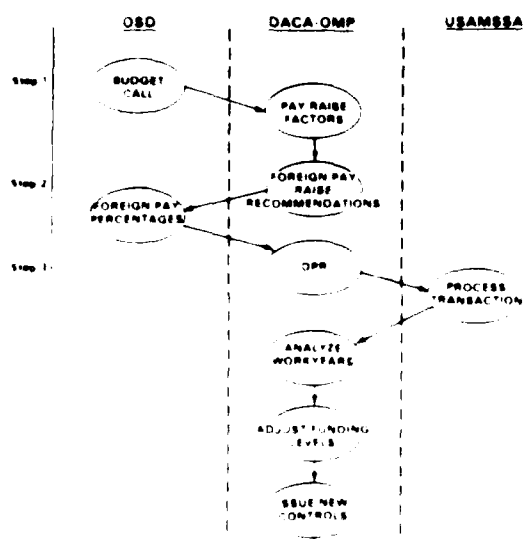
One of the budget exhibits required by OMB/OSD is an analysis of pay increase costs, which is submitted as exhibit PB-5. The pay costs reflect pay increases for military, classified civilian, and local national personnel. The analyses in the PB-5 generally serve as the basis for requesting pay supplemental appropriations. The PB-5 developed by DACA-OMP includes inputs from other appropriations and reflects pay increase costs for the entire manpower pool of the Army.

The complete PB-5 development process is shown in the flow chart, Figure 6.1.1.

6.1.2 Processing Pay Raise Data

Step 1 Pay increase factors for civilian personnel are decided at OMB level and passed to the Services via DoD budget call memo. An example of the portion of a budget call that provides pay increase guidance is shown in Figure 6.1.2.

Step 2 Pay raise percentages for foreign national employees are determined by OSD based on input

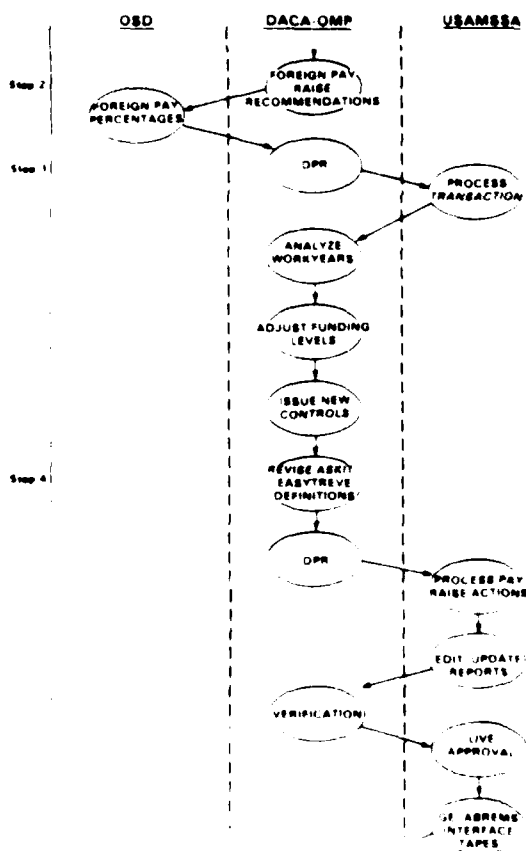


determined by OSD based on input from the Services. DACA-OMP determines recommendations for foreign national pay raises by analysis of communications from overseas commands. Civilian manpower budgeting personnel overseas monitor local government laws, rules and decisions to determine the official pay raise factors granted to their respective employees and pass this information to DACA-OMP by message or letter.

Step 3 DACA-OMP prepares and forwards to USAMSSA a DPR to process all manpower transactions that constitute the ODCSPER locked position. The Full Time Permanent Workyear by Summary Report (PQ0907XJ) is used to analyze the work year (WY) utilization experience by command to determine if funds need to be realigned. If funds realignment is accomplished, the Manpower Team notifies the Ledger Control Team to change and publish new controls.

Step 4 Once the funds have been aligned properly, a DPR prepared by

DACA-OMP (Figure 6.1.3) is forwarded to USAMSSA requesting a pay raise update using the percentage provided. This update requires that the revised ASKIT/EASYTREVE definitions be run against CBS. As a result of this update, edit and update reports are produced and an ACTNO is generated. DACA-OMP reviews the edit and update to verify that the pay raise percentages were correctly applied. If so, the ACTNO is live approved into P/BS. After live approval, USAMSSA produces appropriation workpapers showing the pay raise estimate, an OP-8, 8A & 10, and runs the GE/ABREMS interface tapes and reports.

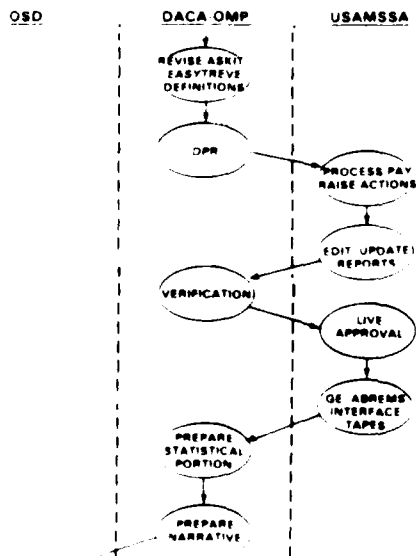


6.1.3 Preparation of the PB-5

Step 5 The statistical portion of the PB-5, shown in Figure 6.1.4, is prepared by DACA-OMP using the reports generated by USAMSSA.

- The data for military pay are furnished by the respective appropriation directors in response to a DF published by DACA-BUF. The data in the column for Additional Appropriation Required are compared with the P&F statement in the mechanized budget maintained by the PA&E Program Budget Data Management Division. If there are inconsistencies in the data, DACA-BUF is notified. DACA-BUF requests corrected data from the appropriations directors whose data were in error.

- The data for the appropriations other than military personnel in columns ① and ② in Figure 6.1.4 are derived from the Appropriation Workpapers fields OC11 and OC12, respectively. For each appropriation, the civilian categories are summarized by the OP-32 line number as shown in Part I, Table 6.3. Column ③ is determined by adding columns ① and ② and comparing with the GE/ABREMS report.



- To determine the data for column ④, the percentage of direct to reimburseable costs must be calculated. This is accomplished using data from the COB Schedules 6, 6a, and 7a. From Schedule 6 and 6a, Figure 6.1.5,

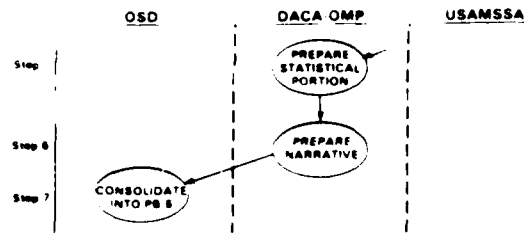
the total costs by appropriation are recorded. Reimbursable costs must be determined manually from the separate command totals recorded on the Schedule 7a, Section B, Figure 6.1.6, from each command. The total costs determined from Schedule 6 are divided into the reimbursable costs calculated from the Schedule 7a to get the percentage of reimbursables. This percentage is multiplied by the data in column 3 to get the data for column (4).

- The data for some appropriations shown in column (5) reflect data for other appropriations shown in column (4). For example, the column (5) data for Operation and Maintenance, Army are the data from column (4) for Family Housing, Army, plus some other payments that will be known at the time the PB-5 is developed. The data for column (5) for the Army Industrial Fund comes from column (4) for Operation and Maintenance, Army.
- Column (6) data are derived by adding the data in columns (1) through (5).
- The data for column (7) come from guidance provided by OSD or Congressional committees, which may specify that a certain amount or percentage of pay raises will be absorbed. All pay raise amounts are absorbed by Research, Development, Test and Evaluation, Army and the Military Construction appropriations.
- Column (8) is the result of subtracting column (7) from column (6). The column (8) data must agree with the P&F Statement which is described in paragraph 6.4.

Step 6

The narrative portion of the PB-5 (Figure 6.1.7) explains

methodology by which the data in the statistical portion were determined. The data used in the narrative portion are drawn from the statistical portion.



Step 7

The PB-5 is forwarded to OSD for consolidation into a DoD PB-5.

**ACTION: Budget Exhibit PB-5
(Analysis of Pay Increase Costs)**

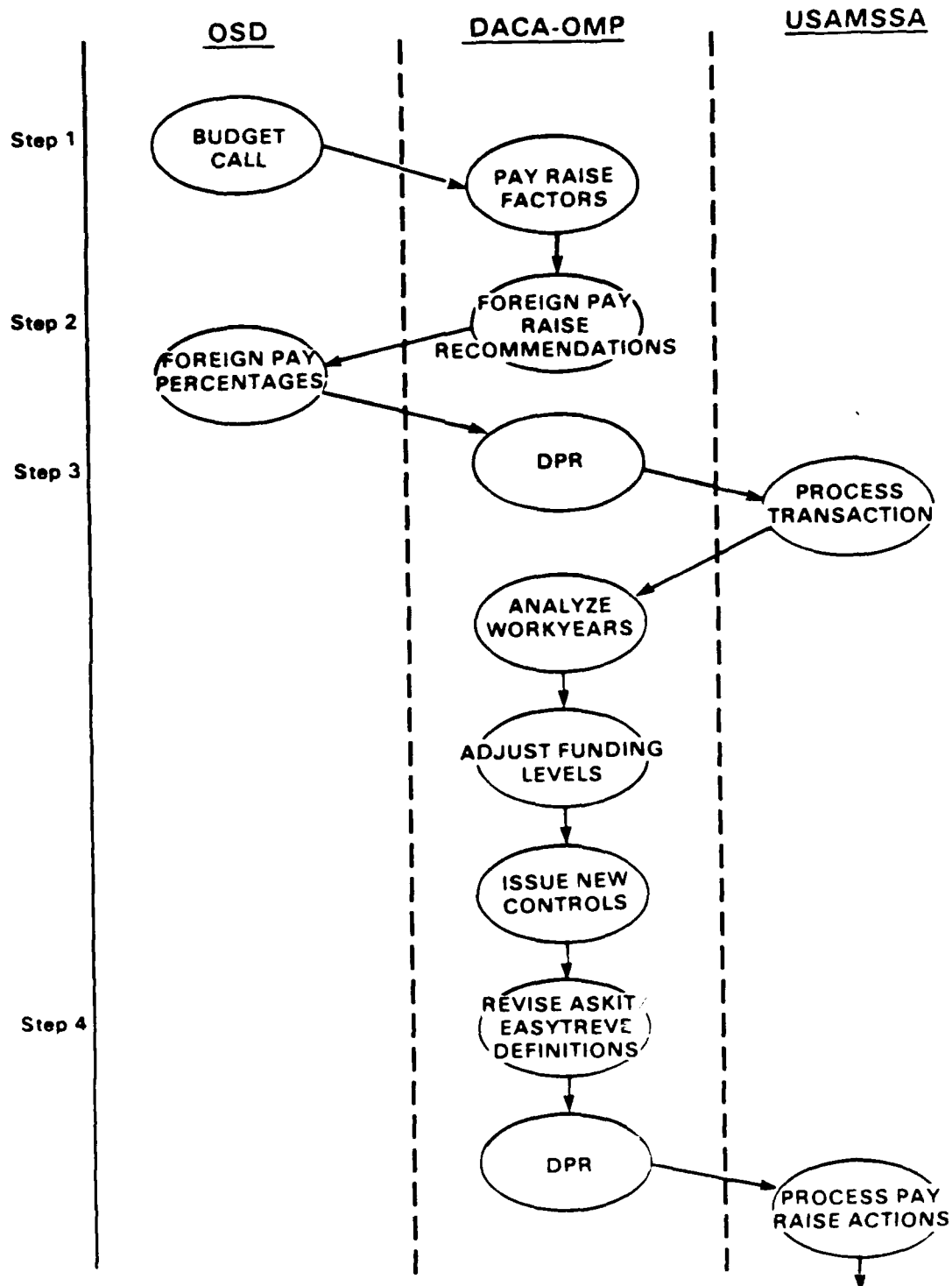


Figure 6.1.1. Budget Exhibit PB-5 (Analysis of Pay Increase Costs) Flow Chart

**ACTION: Budget Exhibit PB-5
(Analysis of Pay Increase Costs)
(Continued)**

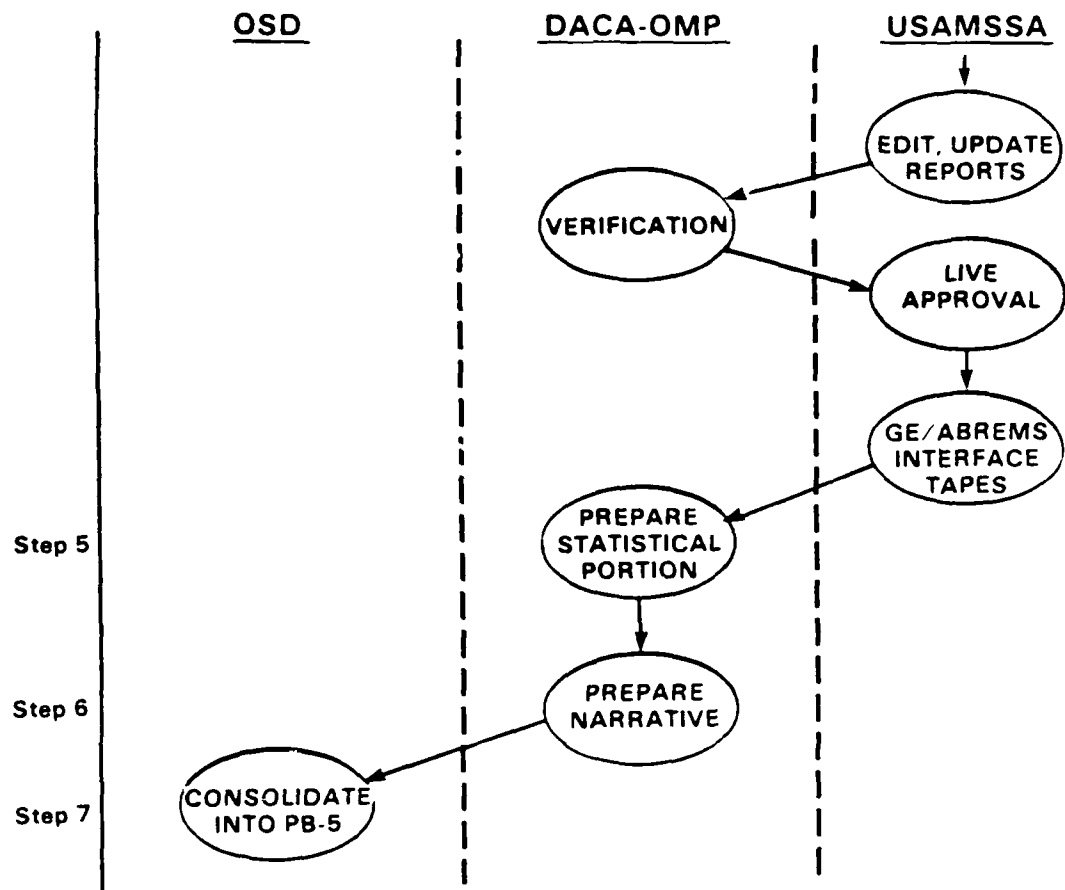


Figure 6.1.1 (Cont.). Budget Exhibit PB-5 (Analysis of Pay Increase Costs) Flow Chart



OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

WASHINGTON, D.C. 20301

JUN 29 1984

COMPTROLLER
Program/Budget)

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL
INSPECTOR GENERAL (DOD)
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTORS OF THE DEFENSE AGENCIES
PRESIDENT, UNIFORMED SERVICES UNIVERSITY OF THE
HEALTH SCIENCES
DIRECTOR, WASHINGTON HEADQUARTERS SERVICES
DIRECTOR, STRATEGIC DEFENSE INITIATIVE OFFICE

SUBJECT: FY 1985 Revised and FY 1986 Budget Estimates Guidance

This memorandum establishes guidance for preparation and submission of the FY 1985 revised estimates, FY 1986 budget estimates, and FY 1987 authorization estimates. It also amplifies instructions concerning preparation and submission of budget estimates contained in Part II of the DoD Budget Guidance Manual 7110-1-M. All budget year and authorization year estimates reflected in both summary and backup justification exhibits will be fully supported at the Program Decision Memoranda (PDM) levels. Each Department of Defense component must adhere to the provisions of this memorandum and of the Manual. The DoD Budget Guidance Manual is being updated to reflect FY 1986 requirements and revisions to the manual will be issued separately.

I. Budget Estimates Submission

A. Summary data for FY 1985 revised estimates, FY 1986 budget estimates, and FY 1987 authorization estimates are due in OSD on September 17. These summary data shall consist of exhibits as prescribed by Chapter 211 of the DoD Budget Guidance Manual.

B. Required copies and distribution of materials for the budget submission are set forth in Chapter 211 of the DoD Budget Guidance Manual.

II. FY 1985 Revised Estimates

A. Budget estimates will be consistent with the status of congressional and/or DoD appeal action on the FY 1985

Figure 6.1.2. DoD Budget Call Memo

President's budget as of the date that the PDMs are signed. Such specific actions will be reflected at the most recent level of completed action as follows:

1. Completed conference action by the authorization committees.
2. Authorizations enacted.
3. DoD appeal position transmitted to appropriations committees conferees.
4. Completed conference action by the appropriations committees.
5. Appropriations enacted.

Adds approved by the authorization conferees and subsequently enacted into law may be reflected in the submission of the FY 1985 revised estimates. A different status may exist for the DoD Appropriations request and for the Military Construction Appropriations request. The latest for each will be used, in the priority sequence set forth above as of the date that the PDMs are signed, for the FY 1985 revised estimates. This includes the authorization of military and civilian personnel end strengths for each Service. Should congressional action or completed action by Authorization Conferees not be accomplished by the PDM date, the FY 1985 revised President's budget level (\$291.1 billion) of May 1984 will be reflected and any subsequent changes required will be made by OSD during the budget review.

B. For the Operating accounts, the FY 1985 column of the budget submission will be consistent with the financial plan due on September 17. The Defense Agencies should submit their FY 1985 quarterly allocation requirements by annotating their current Expense Operating Budget (EOB).

C. Congressional committee recommendations to date are not consistent on the military and civilian pay rates proposed by the Administration in the FY 1985 budget. Therefore, pending specific approval of pay rates by Congress, the FY 1985 revised budget estimates will continue to reflect those rates included in the President's budget of February 1, 1984, i.e., 5.5 percent for military and 3.5 percent for civilian personnel, both effective January 1, 1985. In support of these estimates, the Exhibit PB-5, "Analysis of Pay Increase Costs," as outlined in Chapter 114 of the DoD Budget Guidance Manual, will be prepared and submitted for all accounts. FY 1985 information only is required.

D. Foreign national pay increase rates will be provided shortly under separate cover.

DoD components will review its requirements to ascertain compliance and/or exceptions to its provisions. Exceptions to the provisions of the forthcoming revised Circular A-11 will be requested by separate correspondence.

IX. Economies and Efficiencies

A. The Secretary and Deputy Secretary of Defense have stressed the need to improve efficiency of DoD operations, identify all areas of potential savings through elimination of marginal programs, improved management, and seek other initiatives to reduce funding needs. Each DoD component, in scrutinizing its operations, should continue to identify potential economies and efficiencies, including those that were identified and announced previously.


B. The name, phone number, and organizational element of the action officer responsible for the E&E effort in each DoD component will be provided to the Operations Directorate, OASD(C), P/B, extension 79317. This information should be provided within five working days of receipt of this memorandum.


C. As part of the September 17 budget submission, each DoD component will provide a list of economies and efficiencies in their FY 1981-FY 1990 budget program with appropriate narrative justification. Guidance for submission of such data is incorporated in Chapter 232 of the DoD Budget Guidance Manual.

X. Budget Review Decision Process

Enclosure 5 provides a list of the Program Budget Decisions (PBDs) that are to be used for the values included in the FY 1986 budget estimates, and which are planned to be utilized for the OSD budget review and decisions. Subsequent changes as may be necessary will be provided directly to your staffs. In addition, DoD components should review the listing to ensure that the budget estimates are appropriately reflected by the PBDs specified.

Enclosures


Clyde O. Glaister
Deputy Assistant Secretary of Defense
(Program/Budget)

DATA PROCESSING REQUEST (DPR) For use of this form, see DA MEMO 18-4; the proponent agency is OCSA.		DATE 13 Dec 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TR-0014-85	PRIORITY
TO: USAMSSA Mr. Rink	FROM: DACA-OMP		TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION
TITLE OF REPORT OR SYSTEM PBS/FORDIMS			
AUTHORIZING DOCUMENT CSR-11-18			
PURPOSE OF REQUEST Run GE/ABREAMS Reports for FY 1985 Pay Supplemental			
FREQUENCY <input type="checkbox"/> RECURRING (Indicate frequency) _____ <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION UNCLASSIFIED	
INPUT DESCRIPTION (Such as source, format, data input will be available for processing, approximate volume) (Continue on separate sheet of paper if necessary) PBS-FORDIMS Trial Approved (FY 86 President's Budget File)			
SYSTEMS DESCRIPTION (Such as internal computations, special instructions) (Continue on separate sheet of paper if necessary) See Attached Instructions			
OUTPUT DESCRIPTION (Such as addressee, type paper, number of copies, due out date) (Continue on separate sheet of paper if necessary) Output: See Inclosure Contact: Mrs. Rogers/77669 Deliver: Mrs. Rogers/3B666		PROPOSED COMPLETION DATE 16 January 1985	
REQUESTING AUTHORITY TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Mrs. Jean S. Rogers/77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR TYPED NAME, RANK/GRADE, TITLE & TELEPHONE NO./EXT. Ms. Paulette Aulton/50301	
SIGNATURE 		SIGNATURE	

DA FORM 56
1 MAR 1976

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE.

Figure 6.1.3. DPR Requesting Pay Raise Update

INSTRUCTIONS FOR PRODUCTION OF
GE/ABREMS PAY RAISE REPORTS

1. Upon completion of DPR-0014-85 run the GE/ABREAMS for pay raises to be used to prepare the FY 1985 Pay Supplement Exhibit PB-5. Run the following Pay Raises:

PAYR8405	FY 1985 .05% Pay Raise
PAYR85RD	FY 1985 Pay Raise Increase Regular Direct and Indirect Hire
PAYR85FD	FY 1985 Pay Raise Increase FNSA - Direct and Indirect
HEALTH63	FY 85 Health Benefits Open Season (FY 85 Only)
HEALTH64	FY 85 Health Benefits Open Season (FY 86-90)

2. As other ASKIT/CALLIT pay raise and foreign currency definitions are completed this office will request a GE/ABREAMS report.

DEPARTMENT OF THE ARMY
ANALYSIS OF PAY COSTS
FY 1985
(Thousands of Dollars)

Account Title and Organizational Unit	Increase in Direct Pay and Other Costs			Payments To (+)	Reimbursements From (-)	Net Costs	Gross Absorption Within Available Funds	Additional Appropriation Required
	Direct Pay	Related Costs	Total Costs					
	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Military Personnel, Army	390,413	184,623	575,036	-	1,407	573,629	-	573,629
Reserve Personnel, Army								
Reserve	32,227	16,713	48,940	-	86	48,854	42,933	5,921
National Guard, Personnel								
Army	55,944	3,326	59,270	-	71	59,199	53,520	5,679
Operation and Maintenance								
Operation and Maintenance, Army								
Civ Stat Pay Systems	92,741	12,825	105,566	28,695	1,527	132,734	-	132,734
US Wage Grade	12,631	1,633	14,264	14,013	1,123	27,154	-	27,154
Foreign Nationals								
Direct	7,184	1,651	8,835	15	-	8,850	-	8,850
Separation Liability	-	840	840	-	-	840	-	840
Total Wage Board	(19,815)	(4,124)	(23,939)	(14,028)	(1,123)	(36,844)	-	(36,844)
Total Costs	112,556	16,949	129,505	42,723	2,650	169,578	-	169,578
Operation and Maintenance, Army Reserve								
Civ Stat Pay Systems	4,831	668	5,499	-	-	5,499	-	5,499
US Wage Board	1,580	212	1,792	-	-	1,792	-	1,792
Total Costs	6,411	880	7,291	-	-	7,291	-	7,291
Operation and Maintenance, Army National Guard								
Civ Stat Pay Systems	7,311	1,066	8,377	-	-	8,377	-	8,377
US Wage Board	4,825	738	5,563	-	-	5,563	-	5,563
Total Costs	12,136	1,804	13,940	-	-	13,940	-	13,940

Figure 6.1.4. Statistical Portion of PB-5

DEPARTMENT OF THE ARMY
ANALYSIS OF PAY COSTS
FY 1985
(Thousands of Dollars)

Account Title and Organizational Unit	Increase in Direct Pay and Other Costs			Payments To (+)	Reimbursements From (-)	Net Costs	Gross Absorption		Additional Appropriation Required
	Direct Pay	Related Costs	Total Costs				Within Available Funds		
National Board for the Promotion of Rifle Practice, Army									
Civ Stat Pay Systems	11	1	12	-	-	12	-	12	12
Total	11	1	12	-	-	12	-	12	12
Research, Development, Test and Evaluation, Army									
Civ Stat Pay Systems	14,266	1,682	15,948	-	-	15,948	15,948	-	-
US Wage Board	1,242	136	1,378	-	-	1,378	1,378	-	-
Foreign Nationals									
Direct	226	41	267	-	-	267	267	-	-
Total Wage Board	(1,468)	(177)	(1,645)	-	-	(1,645)	(1,645)	-	-
Total Costs	15,734	1,859	17,593	-	-	17,593	17,593	-	-
Military Construction									
Military Construction, Army									
Civ Stat Pay Systems	8,001	1,120	9,121	-	-	9,121	9,121	-	-
US Wage Board	97	7	104	-	-	104	104	-	-
Foreign Nationals									
Direct	332	1	333	-	-	333	333	-	-
Separation Liability	-	36	36	-	-	36	36	-	-
Total Wage Board	(429)	(44)	(473)	-	-	(473)	(473)	-	-
Total Costs	8,430	1,164	9,594	-	-	9,594	9,594	-	-
Military Construction, Army Reserve									
Civ Stat Pay Systems	96	12	108	-	-	108	108	-	-
Total Costs	96	12	108	-	-	108	108	-	-

Figure 6.1.4 (Cont.). Statistical Portion of PB-5

DEPARTMENT OF THE ARMY
ANALYSIS OF PAY COSTS
FY 1985
(Thousands of Dollars)

Account Title and Organizational Unit	Increase in Direct Pay and Other Costs			Payments To (+) From (-)	Reimbursements From (-)	Net Costs	Gross Absorption		Additional Appropriation Required
	Direct Pay	Related Costs	Total Costs				Within Available Funds		
Family Housing, Army									
Civ Stat Pay Systems	570	83	653	1,527	-	2,180	-	-	2,180
US Wage Board	43	6	49	1,123	-	1,172	-	-	1,172
Foreign Nationals									
Direct	66	18	84	-	-	84	-	-	84
Separation Liability	-	3	3	-	-	3	-	-	3
Total Wage Board	(109)	(27)	(136)	(1,123)	-	(1,259)	-	-	(1,259)
Total Costs	679	110	789	2,650	-	3,439	-	-	3,439
Army Industrial Fund									
Civ Stat Pay Systems	25,482	3,213	28,695	-	28,695	-	-	-	-
US Wage Board	12,385	1,628	14,013	-	14,013	-	-	-	-
Foreign Nationals									
Direct	14	1	15	-	15	-	-	-	-
Total Wage Board	(12,399)	(1,629)	(14,028)	-	(14,028)	-	-	-	-
Total Costs	37,881	4,842	42,723	-	42,723	-	-	-	-
Total Military Functions									
Military Personnel	478,584	204,662	683,246	-	1,564	681,682	96,453	585,229	
Civ Stat Pay Systems	153,309	20,670	173,979	30,222	30,222	173,979	25,177	148,802	
US Wage Board	32,803	4,360	37,163	15,136	15,136	37,163	1,482	35,681	
Foreign Nationals									
Direct	7,822	1,712	9,534	15	15	9,534	600	8,934	
Separation Liability	-	879	879	-	-	879	36	843	
Wage Board	(40,625)	(6,951)	(47,576)	(15,151)	(15,151)	(47,576)	(2,118)	(45,458)	
Total	672,518	232,283	904,801	45,373	46,937	903,237	123,748	779,489	

Figure 6.1.4 (Cont.). Statistical Portion of PB-5

COMMAND OPERATING BUDGET, FY 85/86
 SCHEDULE NUMBER: 6
 TITLE: SUMMARY OF PROGRAM CHANGES

COMMAND/AGENCY:
 COMMAND CODE:
 POC:

APPROPRIATION:
 ACCOUNT:
 TELEPHONE:

LINE NO./TITLE	FY 84	FY 85	FY 86
CIVILIAN PERSONNEL COMPENSATION			
0101 EXECUTIVE, GENERAL, AND SPECIAL SCHEDULES			
0103 WAGE BOARD			
0104 FOREIGN NATIONAL DIRECT HIRE (FNDH)			
0105 SEPARATION LIABILITY (FNDH)			
0106 BENEFITS TO FORMER EMPLOYEES			
0199 TOTAL CIVILIAN PERSONNEL COMPENSATION			
0301 PER DIEM			
0302 OTHER TRAVEL COSTS			
0303 MAC PASSENGER			
0399 TOTAL TRAVEL			
STOCK FUND PURCHASES			
0501 DFSC FUEL			
0511 SERVICE MANAGED EQUIPMENT			
0512 DIA MANAGED EQUIPMENT			
0513 OTHER STOCK FUND EQUIPMENT PURCHASES			
0514 STOCK FUND FURNITURE			
0521 SERVICE MANAGED SUPPLIES AND MATERIALS			
0522 DIA MANAGED SUPPLIES AND MATERIALS			
0523 OTHER STOCK FUND SUPPLIES AND MATERIALS			
0591 STOCK FUND DIRECT REIMBURSEMENT: NON-FUEL			
0592 STOCK FUND DIRECT REIMBURSEMENT: FUEL			
0599 TOTAL STOCK FUND PURCHASES:			
INDUSTRIAL FUND PURCHASES (EXCLUDES TRANS)			
0601 DEPOT MAINTENANCE - ORGANIC			
0611 SUPPLY OPERATIONS			
0631 COMMUNICATIONS (IF)			
0651 OTHER IF PURCHASES			
0681 UNFINANCED (IF) PAY RAISE			
0691 INDUSTRIAL FUND PASS THROUGH			
0699 TOTAL INDUSTRIAL FUND PURCHASES			

OCA Form 169, 1 December 1983

Figure 6.1.5. COB Schedule 6

COMMAND OPERATING BUDGET, FY 85/86
 SCHEDULE NUMBER: 6a
 TITLE: SUMMARY OF PROGRAM CHANGES

COMMAND/AGENCY:
 COMMAND CODE:
 POC:
 APPROPRIATION:
 ACCOUNT:
 TELEPHONE:

Line No./Title	FY 84	FY 85	FY 86
TRANSPORTATION COSTS			
0701 MAC CARGO			
0702 IAC SAM			
0711 MSC CARGO			
0721 ITHC PORT HANDLING			
0731 COMMERCIAL AIR			
0741 COMMERCIAL SHIPS			
0751 COMMERCIAL LAND			
0761 OTHER TRANSPORTATION			
0799 TOTAL TRANSPORTATION COSTS			
OTHER PURCHASES			
0901 FOREIGN NATIONAL INDIRECT HIRE (FNIH)			
0902 SEPARATION LIABILITY (FNIH)			
0912 STANDARD LEVEL USER CHARGES (GSA LEASES)			
0913 PURCHASED UTILITIES (NON-IF)			
0914 PURCHASED COMMUNICATIONS (NON-IF)			
0915 RENTS			
0916 DISABILITY AND UNEMPLOYMENT COMPENSATION			
0917 POSTAL (U.S.P.S)			
0918 EQUIPMENT: FURNITURE			
0919 EQUIPMENT: ALL OTHER			
0920 SUPPLIES AND MATERIALS (NON-STOCK FUND)			
0921 PRINTING AND REPRODUCTION			
0922 EQUIPMENT MAINTENANCE BY CONTRACT			
0923 FACILITY MAINTENANCE BY CONTRACT			
0926 OTHER OVERSEAS PURCHASES			
0928 SHIP MAINTENANCE BY CONTRACT			
0929 AIRCRAFT R/WK BY CONTRACT			
0930 OTHER DEPOT MAINTENANCE (NON-IF)			
0931 CONTRACT CONSULTANTS			
0932 CONTRACT STUDIES AND ANALYSIS			
0933 PROFESSIONAL AND MANAGEMENT SERVICES BY CONTRACT			
0934 CONTRACT ENGINEERING AND TECHNICAL SERVICES			
0989 OTHER CONTRACTS			
0991 FOREIGN CURRENCY VARIANCE			
0999 TOTAL OTHER PURCHASES			
9999 GRAND TOTAL			

OCA Form 169a, 1 December 1983

Figure 6.1.5 (Cont.). COB Schedule 6a

COMMAND OPERATING BUDGET, FY 85/86		Command/Agency:		APPROPRIATION:	
SCHEDULE NUMBER: 7a		Command Code:		ACCOUNT:	
TITLE: SOURCE OF REIMBURSEMENTS		POC:		FISCAL YEAR:	
SOURCE CODE/TITLE		SUMMARY	MISSION	BASE OPERATIONS	RPMA
		FUNDED	AUTOMATIC	TOTAL	
800/Other Federal Agencies					
Trust Funds					
A00/Commissary Surcharge					
A00/All Other					
B00/OFF-Budget					
C00/Foreign Military Sales					
D00/Foreign Military Sales (not in C00)					
N00/NATO Sales (USAREUR only)					
Total Trust Funds					
Non-Federal					
932/Laundry and Dry Cleaning					
940-6/Property Disposal					
9xx/Other Non-Federal					
Total Non-Federal					
Other Reimbursable					
Total					
SECTION B					
LINE ITEM/TITLE					
0101/Executive, General, & Special Schedule		CURRENT YEAR	BUDGET YEAR	PROGRAM YEAR	
0103/Wage Board					
0104/Foreign National Direct Hire (FNDH)					
0105/Separation Liability (FNDH)					
0106/Benefits to Former Employees					
0199 Total Direct Hire					
0901/Foreign National Indirect Hire (FNIH)					
0902/Separation Liability (FNIH)					
Total Indirect Hire					
Total					

OCA Form 170a, 1 December 1983

Figure 6.1.6. COB Schedule 7a

Department of the Army
Analysis of Pay Increase Costs
FY 1985
(Thousands of Dollars)

1. The Department of the Army estimated pay increase in FY 1985 for employees in the military functions is as follows:

Appropriation
Additional Appropriation Required
(\$ in Thousands)

	<u>FY 1985</u>
Military Personnel, Army	\$573,629
Reserve Personnel, Army	5,921
National Guard Personnel, Army	5,679
Sub-Total	<u>\$585,229</u>
Operation and Maintenance, Army	169,578
Operation and Maintenance, Army National Guard	13,940
Operation and Maintenance, Army Reserve	7,291
National Board for the Promotion of Rifle Practice	12
Family Housing, Army	3,439
Sub-total	<u>\$194,260</u>
Total	\$779,489

2. The cost of the FY 1985 civilian pay raise is estimated at \$221.6 million, \$27.3 million of which will be absorbed. Absorption by appropriation is as follows:

<u>Appropriation</u>	<u>Amount</u> <u>(\$ in Thousands)</u>
Research, Development, Test and Evaluation, Army	\$17,593
Military Construction, Army	9,594
Military Construction, Army Reserve	<u>108</u>
Total	\$27,295

EXHIBIT PB-5
17 September 1984
R 19 September 1984

Figure 6.1.7. Narrative Portion of PB-5

3. Requirements are based on personnel levels in the Army's military and civilian manpower programs contained in the FY 1986 OSD Budget submission.

4. Military Personnel, Army. The estimated cost of the 1 January 1985 four percent pay raise for Fiscal Year 1985 is based on the average numbers and average basic pay rates for the period 1 January 1985 to 30 September 1985. The basic pay increase was computed by costing the average strength by basic pay rates before the pay increase and then with revised rates which included the pay increase. The difference in these costings produced the amounts required for basic pay. The amount of the increase for other pay items related to basic pay, such as separation pay and social security tax payments, was computed in the same manner with the difference in the amounts compiled from costing using rates including and excluding the pay increase. This same methodology was used to determine the amount of the pay raise for the basic allowance for subsistence and permanent change of station travel accounts. The basic allowance for quarters accounts were costed in the same manner, using rates prior to the pay increase and then using rates related to the VHA study cost contained in the FY 1986 budget estimate. The costs of the basic allowance for quarters was priced at the thirteen percent overall increase and then five and one-half percent of the total difference was applied to determine the related pay increase.

5. Reserve Personnel, Army. The estimated cost of the 1 January 1985 four percent pay raise for Fiscal Year 1985 is based on the average strength and average pay and allowances rates for the period 1 January 1985 to 30 September 1985. The pay increase was computed by costing the average strength by average pay rates before the pay increase and then with revised rates which included the pay increase. The difference in these costings produced the amounts required for Pay and Allowances. The same methodology was used to determine the amount of the pay raise for other related costs.

6. National Guard Personnel, Army. The estimated costs were computed based on pay raise effective 1 January 1985, on base pay and allowances, with FICA computed at 7.05%.

7. Civilian Personnel, Army.

a. Civilian basic cost estimates are computed on the most current average workyear costs available. The civilian pay raise estimates for FY 1985 are based on 195 workdays. (1 Jan 85 - 30 Sept 85)

b. Classified civilian pay estimates include a 3.5% increase effective 1 January 1985 and amount to \$173.9 million of which \$25.2 million was absorbed.

c. U.S. Wage Grade estimates represent increases of 3.5% from 1 January 1985 through 30 September 1985. The U.S. Wage Grade estimated amount is \$37.2 million of which \$1.5 million was absorbed. Effective pay raise in FY 1985 is 1.57%.

d. Direct hire foreign national increases represent anticipated and approved increases from 1 October 1984 through 30 September 1985 and amount to \$10.4 million of which \$0.6 million was absorbed. The following reflects the amount for regular pay raises and Foreign National Separation Allowances (FNSA):

Total	Regular	FNSA
\$9.8	\$8.9	\$0.9

Figure 6.1.7 (Cont.). Narrative Portion of PB-5

c. Pay increases for direct hire foreign nationals are based on wage cost data negotiated with host government and are based on similar increases being paid on the local economy. A summary of percentage increases for the principal countries where the Army employs direct hire foreign nationals is as follows:

<u>Country</u>	<u>Effective Date</u>	<u>Annual Rate - %</u>	<u>Rate in FY 1985 %</u>
Korea	Mar 85	9.7%	4.80%
Italy	Nov 84	8.0%	7.33%
	Feb 85	1.0%	0.76%
	May 85	1.0%	0.42%
	Aug 85	1.0%	0.16%
Total Italy		11.0%	8.67%
United Kingdom	Jan 85	10.0%	7.50%

Figure 6.1.7 (Cont.). Narrative Portion of PB-5

AD-A182 373 OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-84-84-CR-PT-2 NDA903-84-C-0117

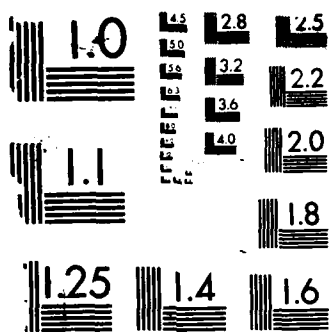
OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-84-84-CR-PT-2 MDA903-84-C-0117

719

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MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

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6.2 Budget Exhibit PB-18 (Foreign Currency Exchange Data)

6.2.1 General

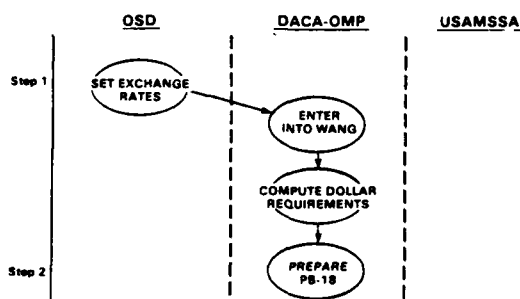
One of the exhibits prepared by DACA-OMP for the President's budget is the Foreign Currency Exchange Data Exhibit (PB-18). The PB-18 shows the US dollars that are required for conversion into the various foreign currencies along with the conversion rate which was used to compute the dollar amounts.

The entire process is shown in the flow chart, Figure 6.2.1.

6.2.2 Computation of Data

Step 1 A program that will determine the number of dollars required for foreign currency conversion has been developed for the WANG VS 100. An example of the output report of this program

is shown in Figure 5.7.4. The WANG program reflects the COB inputs described in paragraph 5.7. If the exchange rates provided by OSD in either a budget call or PBD are different from those used by the commands to determine their dollar requirements, DACA-OMP enters



the new rates into the WANG program. The WANG program will recompute the dollar requirements and show the new requirements in the Adjusted Requirement field. This process may be repeated until final rates are decided and the final requirements computed.

6.2.3 Preparation of the PB-18

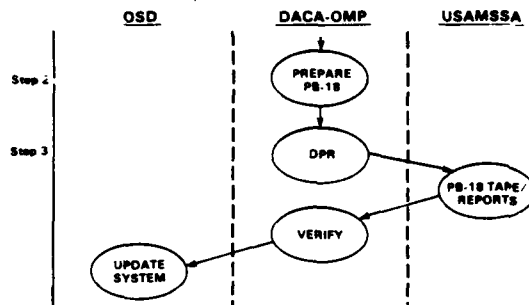
Step 2 DACA-OMP uses the dollar amounts determined by the WANG program as described above to prepare the PB-18. The dollar

amounts and exchange rates shown on the WANG report are typed on the PB-18 (Figure 6.2.2).

Step 3

A computer-generated tape reflecting the PB-18 is requested from USAMSSA on a DPR prepared by DACA-OMP. An example of the DPR is shown in Figure 3.1.14. The DPR will include a coding sheet showing the dollars required for conversion and the exchange rate which was used to determine the dollar

amount for each currency that is shown in the budget. The only change in the President's budget submit from the OSD budget submit is that the cycle indicator in column 15 of the coding sheet is "P". Tape preparation instructions are also attached to the DPR. After verifying the accuracy of the magnetic tape, it is provided to OSD for updating their automated system.



**ACTION: Budget Exhibit PB-18
(Foreign Currency Exchange Data)**

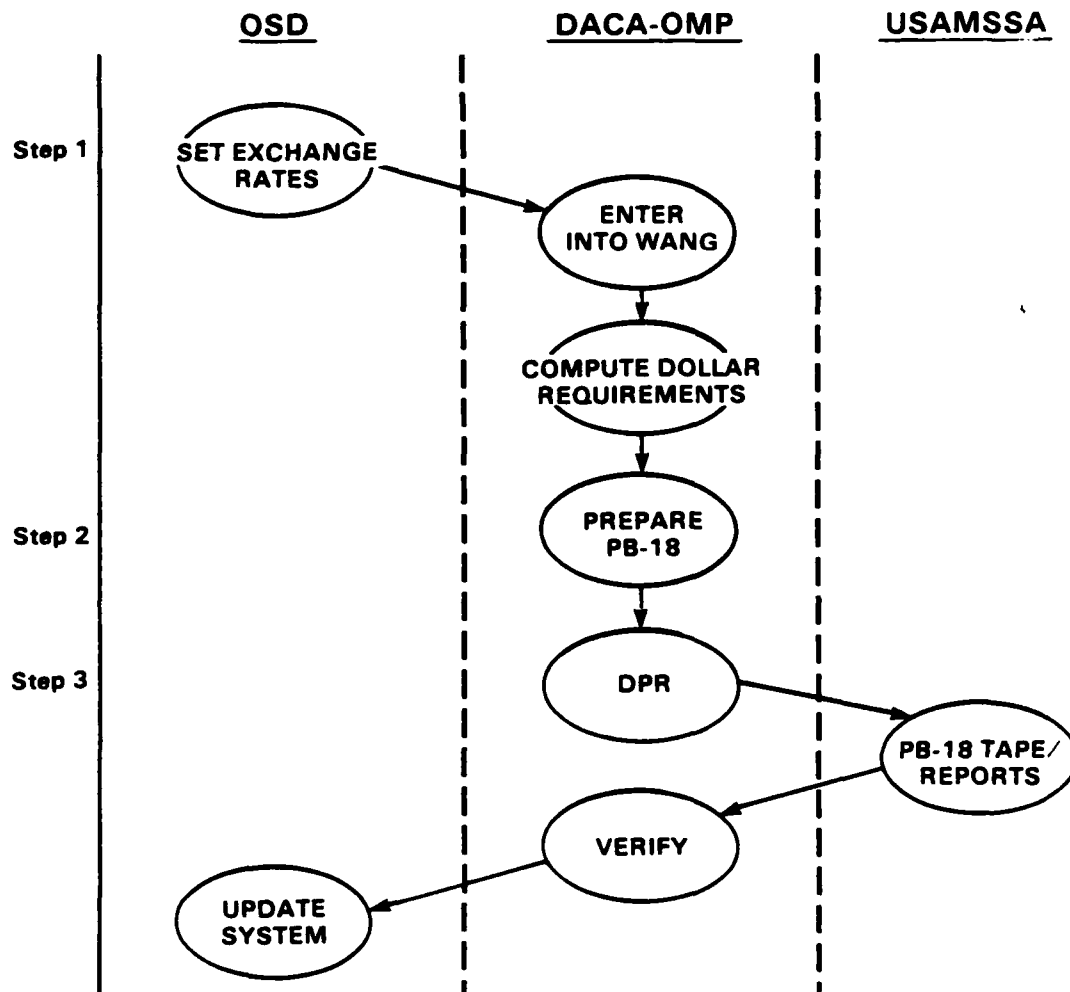


Figure 6.2.1. Budget Exhibit PB-18 (Foreign Currency Exchange Data) Flow Chart

DEPARTMENT OF THE ARMY
OPERATION AND MAINTENANCE, ARMY
FOREIGN CURRENCY EXCHANGE DATA FY 85
(\$000)

Country	FY 1983			FY 1984			FY 1985		
	U.S. \$ Requiring Conversion	Average Exchange Rate	U.S. \$ Requiring Conversion	Average Exchange Rate	U.S. \$ Requiring Conversion	Average Exchange Rate	U.S. \$ Requiring Conversion	Average Exchange Rate	
Belgium	78757	55.62	94027	49.63	199564	50.80			
Canada	6	1.50	9	1.22	9	1.23			
Denmark	250	10.07	156	9.00	156	9.04			
France	26323	7.72	30659	7.24	27206	7.57			
Germany	1426032	2.95	1757011	2.56	1967731	2.52			
Greece	6025	78.23	4288	72.15	3668	84.35			
Italy	23901	1622.59	27891	1469.00	31202	1494.50			
Japan	77182	298.89	73025	276.70	91428	237.21			
Netherlands	8244	3.27	9432	2.78	10053	2.82			
Portugal	-	89.18	-	90.00	-	105.00			
Spain	365	130.06	410	117.27	334	144.03			
Turkey	423	177.55	565	176.15	582	216.35			
United Kingdom	24240	.68	22950	.60	25303	.65			
Total	1671748		2020423		2357236				

PB 18 Exhibit

Figure 6.2.2. Budget Exhibit PB-18 (Foreign Currency Exchange Data)

6.3 Budget Exhibit PB-22 (Army Management Headquarters Activities)

6.3.1 General

The PB-22 Budget Exhibit displays manpower and cost data relating to the operations of AMHA which are a grouping of non-tactical headquarters and staff support organizations.

Non-tactical headquarters and staff support organizations are designated AMHA when their primary management responsibilities include providing oversight, direction, and control through:

- Policy development and/or guidance
- Long-range planning, programing, and budgeting
- Management and distribution of resources
- Review and evaluation of program performance

HODA exercises centralized control of the size and composition of AMHA. The DCSPER is the manager and coordinator for all matters relating to AMHA.

The entire process used by DACA-OMP in preparing the PB-22 Budget Exhibit is shown in the flow chart, Figure 6.3.1.

6.3.2 The PB-22 Budget Exhibit

The PB-22 Budget Exhibit displays manpower and cost data relating to the operations of AMHA. This includes: (1) manpower force structure allowance (FSA) and (2) workyears for military and civilian ES and WY and DIR and REIMB obligations for headquarters staffs and staff support organizations.

The PB-22 Budget Exhibit is required by DoD Budget Guidance Manual 7110-1-M. The exhibit is prepared by DACA-OMP and DAPE-MBA.

The format of the PB-22 Budget Exhibit is shown in Figure 6.3.2. The dollar entries in the exhibit are in thousands; strength is in whole numbers. The portions of PB-22 with which DACA-OMP is concerned are explained below. (The explanation of entries is keyed to the numbers in parenthesis following the title of the field shown on the PB-22 format.)

- (1) FY 19PY (Actual) and FYCY and FYBY (Estimates) - The appropriate fiscal year is indicated in this line/column heading. The prior year, shown as 19PY, will display "FY 19PY Estimate" for the OSD budget and "FY 19PY Actual" for the President's budget. The FY 19CY will show the estimate for the current fiscal year which is the latest year for which there is an approved budget. The 19BY shows estimated amounts for the year for which the budget is being prepared. For example, for the 1985 fiscal year budget request, 19PY is for the prior year, 1983; 19CY is the current year 1984; and 19BY is for the budget year, 1985.
- (2) Category/Organization/Appropriation - The activity for which strengths and costs are being reported is recorded in this field. The entries under this field are explained below.
- (3) Military End Strength - The FSA of military personnel performing AMHA duties are recorded in this column for the end of each FY.
- (4) Civilian End Strength - This column shows the total number of civilian spaces authorized for performing AMHA duties at the end of each FY.
- (5) Civilian Workyears - This column shows the total civilian workyears devoted to AMHA for each FY.
- (6) Total Obligation (\$000) - The total dollar obligations associated with military and/or civilian AMHA functions are shown

in this column. For the military effort, only military pay is reflected. For the civilian effort all obligations, personnel, and other than personnel, are shown.

- (7) Army Management Headquarters - Is the first of three major divisions of the PB-22 report. Army Management Headquarters contains all commands and activities which are solely under HQDA control. These commands and activities are further subdivided as explained in (8) below. The second major division is Unified/Specified Commands which contain United States (U.S.) commands and activities that involve more than one U.S. military service. Each command is listed separately with a total calculated for the major heading. The third major division is International Military Headquarters which includes commands and activities staffed by military and civilian personnel from the U.S. and other countries. Each command or activity is listed and a total is calculated for the major heading (Part I, Table 7.7).
- (8) Departmental - Is one of the seven groupings of commands and activities under the Army Management Headquarters paragraph. Each of these subparagraphs lists the commands or activities contained in that respective grouping. Each command or activity listing will show obligations for command or activity mission functions and support functions by appropriation, such as MPA shown in the example, and DIR and REIMB for civilian personnel and other obligations. The sum of DIR and REIMB strengths and obligations is shown on the appropriation line directly above the DIR and REIMB entries. All appropriations supporting a listed command or activity are listed individually, e.g., MPA, OMA, and OMAR.
- (9) DS - This acronym indicates Departmental Support and indicates the effort performed for AMHA in support of the department or command/activity. The acronym SSA, indicating Staff

Support Activity or Agency, will be used at major command and below.

(10) OSA - This indicates Office of the Secretary of the Army and shows the further subdivision of Department. The other subdivision, is the Army staff. The strengths and obligations for all appropriations supporting the activity will be shown on this line.

(11) FORSCOM (US Army Forces Command) - Is an example for listing the commands/activities within the Major Commands subparagraph. As in (10) above, the totals for all appropriations within the command will be shown on this line.

6.3.3 Input Documentation

Step 1 DAPE-MBA prepares an AMHA manpower work sheet, shown in

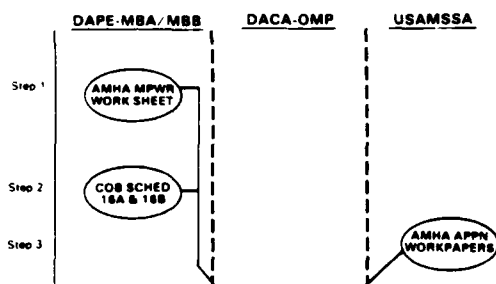


Figure 6.3.3, that depicts civilian and military strengths by FY for each command by AMSCO. DAPE-MBA sends a copy of the work sheet to DAPE-MBB and one copy to DACA-OMP. The data for the work sheet are derived from a Manpower Re-

source Guidance Report (RK5_215) using the P/BS live file as a source. The report, produced by RCOMD, shows end strengths for each AMSCO used by the RCOMD. A sample copy of one of the pages of the report is at Figure 6.3.4.

DAPE-MBB uses the DAPE-MBA work sheet to determine military personnel costs by command which are forwarded in turn to DACA-OMP.

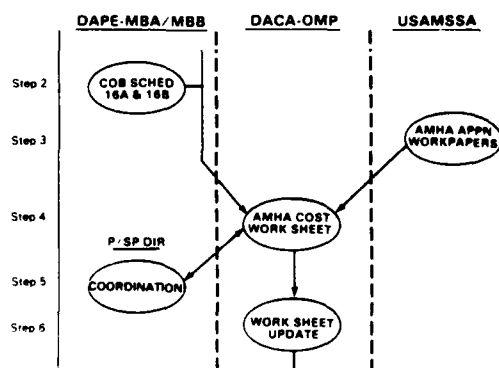
Step 2 Each Major Command or Agency prepares and forwards to HQDA a COB. Schedules 16A (Army Management Headquarters (AMHA)

Costs and Manpower Data), and 16B, (Command Requested Changes by Financing and Manpower (AMHA)), depict the manpower and costs devoted to AMHA. DAPE-MBA reviews the Schedule 16B and approves or disapproves the requested AMHA manpower changes. If changes are approved, DAPE-MBA generates a P/BS manpower ACTNO and notifies DACA-OMP of the approval. DACA-OMP extracts the other-than-personnel obligations from Part II of Schedule 16A and from the approved changes in Schedule 16B. This information is recorded on the DACA-OMP AMHA work sheets. Examples of these schedules are shown in Figures 6.3.5 and 6.3.6.

Step 3 Appropriation workpapers that contain only AMHA data are produced by USAMSSA from FORDIMS-P/BS. These AMHA appropriation workpapers (RK5_504) (example in Part III, Section 2) are provided to DACA-OMP. Civilian personnel strength and cost data are extracted from the AMHA appropriation workpapers.

6.3.4 Documenting and Processing the Data

Step 4 DACA-OMP prepares the AMHA cost work sheets from the data provided in Steps 1 through 3. The work sheets (Figure 6.3.7) are prepared by using the WANG word processor with math package to list all the costs by AMSCO and total the costs by command. The AMHA work sheet organization corresponds to the organization of the PB-22 Budget Exhibit as far as command and activity listings are concerned. All costs, personnel



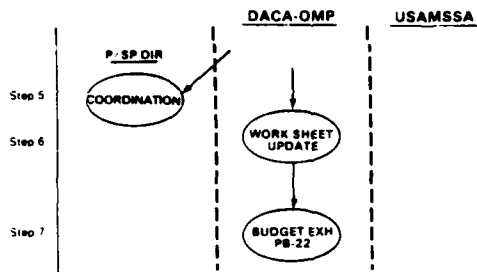
and other-than-personnel, associated with AMHA, are listed and totaled by AMSCO, RCOMD, and MACOM/activity break.

Step 5 DACA-OMP coordinates the DACA-OMP AMHA work sheets with the appropriation and program directors to verify the data.

Step 6 After coordination is complete the work sheets are updated in the WANG word processor to reflect inflation, program and other changes affecting personnel obligations.

6.3.5 Preparation of the Budget Exhibit PB-22

Step 7 DACA-OMP uses the information displayed on their AMHA work sheets to manually type the PB-22 Budget Exhibit. Since the work sheet format corresponds to the PB-22 Budget Exhibit, the appropriate totals are simply copied from the AMHA work sheet to the exhibit. This procedure results in the output of the PB-22 Budget Exhibit.



ACTION: Budget Exhibit PB-22
(Army Management Headquarters Activities)

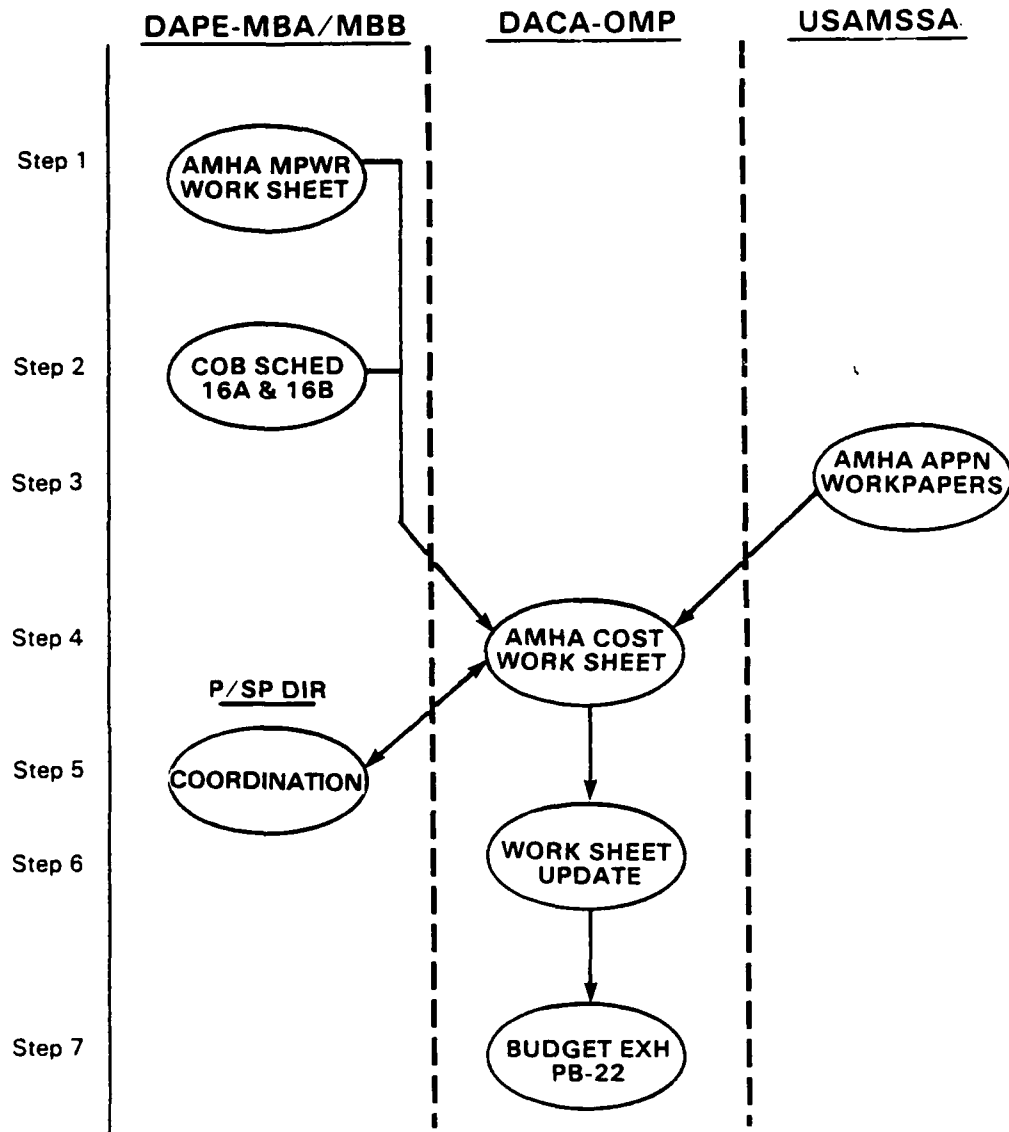


Figure 6.3.1. Budget Exhibit PB-22 (Army Management Headquarters Activities) Flow Chart

DEPARTMENT OF THE ARMY
HEADQUARTERS OPERATION AND ADMINISTRATION
(DOLLARS IN THOUSANDS, STRENGTHS IN WHOLE NUMBERS)

Category/Organization/ Appropriation (2)	FY 199Y Actual (1)			FY 19CY Estimate (1)			FY 19BY Estimate (1)		
	Military End Strength (3)	Civilian End Strength (4)	Total Obligation (\$ 000) (5)	Military End Strength (3)	Civilian End Strength (4)	Total Obligation (\$ 000) (5)	Military End Strength (3)	Civilian End Strength (4)	Total Obligation (\$ 000) (5)
1. Army Management HQ (7)									
a. Departmental (8)									
MPA									
OMA									
Dir									
Reim									
(US) (9)									
MPA									
OMA									
Dir									
Reim									
OSA (10)									
MPA									
OMA									
Dir									
Reim									
b. Major Commands (8)									
MPA									
OMA									
Dir									
Reim									
FORSCOM (11)									

Figure 6.3.2. Budget Exhibit PB-22

[illegible]

Figure 6.3.3. AMHA Manpower Work Sheet

8/30/83

CHAPTER IV. RESOURCE GUIDANCE, MANPOWER FY83
C. SUMMARY BY ANSCO DEVELOPMENT & READINESS CMO

RCQID	APCAT	PGM	ANSCO	CTV	OFF	NOF	ENL	MIL AGG	TOTDM	FTP	USDH	FNDH	IDH	MY DH	MY IDH
6A01	OMA	075	72289821000	101	0	0	0	0	252	252	252	0	0	233	0
6A01	OMA	075	72289821000	121	0	0	0	0	2	2	2	0	0	2	0
6A01	OMA	075	72289821000	122	0	0	0	0	198	198	198	0	0	194	0
ANSCO	TOTAL				26	0	7	33	452	452	452	0	0	429	0
6A01	OMA	075	72289823000	101	23	1	10	34	0	0	0	0	0	0	0
6A01	OMA	075	72289823000	101	0	0	0	0	224	224	224	0	0	224	0
6A01	OMA	075	72289823000	121	0	0	0	0	2	2	2	0	0	2	0
6A01	OMA	075	72289823000	122	0	0	0	0	23	23	23	0	0	23	0
ANSCO	TOTAL				23	1	10	34	249	249	249	0	0	249	0
6A01	OMA	075	72289825000	101	24	0	13	37	0	0	0	0	0	0	0
6A01	OMA	075	72289825000	101	0	0	0	0	260	260	260	0	0	277	0
6A01	OMA	075	72289825000	122	0	0	0	0	73	73	73	0	0	72	0
ANSCO	TOTAL				24	0	13	37	341	341	341	0	0	349	0
6A01	OMA	075	72289827000	101	30	0	5	35	0	0	0	0	0	0	0
6A01	OMA	075	72289827000	101	0	0	0	0	300	300	300	0	0	282	0
6A01	OMA	075	72289827000	122	0	0	0	0	52	52	52	0	0	51	0
ANSCO	TOTAL				30	0	5	35	352	352	352	0	0	333	0
6A01	OMA	075	72289828000	101	11	0	6	17	0	0	0	0	0	0	0
6A01	OMA	075	72289828000	101	0	0	0	0	110	110	110	0	0	110	0
ANSCO	TOTAL				11	0	6	17	110	110	110	0	0	110	0
PGNSUB	TOTAL				335	6	77	410	3632	3632	3632	0	0	3554	0
6A01	OMA	09	95129831000	101	0	0	0	0	3	3	3	0	0	3	0
6A01	OMA	09	95129831000	122	0	0	0	0	1	1	1	0	0	1	0
ANSCO	TOTAL				0	0	0	0	4	4	4	0	0	4	0
6A01	OMA	09	95129832000	101	0	0	0	0	2	2	2	0	0	2	0
ANSCO	TOTAL				0	0	0	0	2	2	2	0	0	2	0
6A01	OMA	09	95129834000	101	0	0	0	0	2	2	2	0	0	2	0
6A01	OMA	09	95129834000	122	0	0	0	0	1	1	1	0	0	1	0
ANSCO	TOTAL				0	0	0	0	3	3	3	0	0	3	0
6A01	OMA	09	95129835000	101	0	0	0	0	2	2	2	0	0	2	0
ANSCO	TOTAL				0	0	0	0	2	2	2	0	0	2	0

Figure 6.3.4. Manpower Resource Guidance Report

Command Operating Budget FY 84/85
 Schedule Number: 16B
 Title: Command Requested Changes by Financing and Manpower (AMMA)
 Format A Narrative Descriptions

Organisation:
 Name: TRADOC
 Code: 37

Appropriation: ONA
 Account: 815798

Issue	Line Number	Title/Narrative Description
03	00	AIMS/ATIS Consolidation
	01	Transfer of function from TRAD, ECST, HQ TRADOC, to USATSC (US9AA)
	02	Reference: Ltr, ATIM-FI, HQ TRADOC, to HQDA (DAPE-HMA-CA), 22 Feb 83,
	03	subject: Adjustment to AMMA Manpower Ceiling - HQ TRADOC (U37T) -
	04	FY 84, with HQDA status (DA Form 209), as of 3 May 83 (include in
	05	COM). The Automated Instructional Management System (AIMS) is a key
	06	subsystem of the Army Training Information System (ATIS). AIMS has
	07	been managed by OASCT-TRAD, HQ TRADOC, while ATIS is being developed
	08	by the Command Automation Communication Directorate of USATSC.
	09	Therefore, TRADOC CofS approved consolidation in Dec 82. Resource
	10	identified at that time were identified as 1 Off and 1 Civ, with
	11	funding impact of \$28.4K civilian pay and benefits. Subsequent
	12	CS, TRADOC, decision would transfer only 1 Off, retaining civ (policy)
	13	within AMMA; therefore, original request is modified
	14	accordingly.
	15	POC: Ruth Owens, AF 680-3414.

Figure 6.3.6. COB Schedule 16B

Command Operating Budget FY 84/85

Schedule Number: 16B

Title: Command Requested Changes by Financing and Manpower (AMMA)

Format B Data Requirements/Transfers

Organization:
Name: TRADOC
Code: 57

Appropriation: ONA
Account: 815798

Issue	Type	Approp	Program Element	Data Code	Type	Category Class	Budget Year Data			Program Year Data		
							Dollars	E/S	Workyears	Dollars	E/S	Workyears
01	01	2020	815798	38CT	C	122		+1	+1		+1	+1
01	01	2020	815798	38CT	F	122		+1	+1		+1	+1
02	01	2020	815798	38CT	MO			-1	-1		-1	-1
02	01	2020	815798	38CT	MM			+1	+1		+1	+1
03	02	2020	815798	38CT	MO			-1	-1		-1	-1
04	02	2020	815798	38CT	C	101		-6	-6		-6	-6
04	02	2020	815798	38CT	F	101		-6	-6		-6	-6
04	02	2020	815798	38CT	C	122		-1	-1		-1	-1
04	02	2020	815798	38CT	F	122		-1	-1		-1	-1
05	02	2020	815798	38CT	C	101		+6	+6		+6	+6
05	02	2020	815798	38CT	F	101		+6	+6		+6	+6
06	03	2020	815798	38CT	MO			+2	+2		+2	+2
07	03	2020	815798	38CT	MM			-1	-1		-1	-1
07	03	2020	815798	38CT	MM			+1	+1		+1	+1
08	04	2020	815798	38CT	MO			+2	+2		+2	+2
09	03	2020	815798	38CT	C	101		+30	+30		+30	+30
10	03	2020	815798	38CT	C	101		+1	+1		+1	+1

Figure 6.3.6 (Cont.). COB Schedule 16B

Page 1

MAJ 6		AMMA 82 WORKSHEET														TOTAL	
YI	CAI A	CSR	APPR	LS	D	MIL	CIV	MI	EOS	110	210	310	410	510	610	710	810
82	1A	CSA	1000	94090.0	D	10	0	0	260	14							
82	1A	CSA	1000	94090.0	D	10	0	0	260	14							
		PROGRAM ELEMENT TOTAL														14	274
		94090.0														14	274
		APPROPRIATION TOTAL														14	274
		1000 94090.0														14	274
82	1A	CSA	2020	952390.2	D	1510	1610	1633	40444	2570	21					464	52700
82	1A	CSA	2020	952390.2	D				773	210						210	903
		PROGRAM ELEMENT TOTAL														464	53691
		952390.2														464	53691
		APPROPRIATION TOTAL														464	53691
		2020 952390.2														464	53691
82	1A	CSA	2065	937310.0	D	60	172	101	4176	470				92	350	60	5174
82	1A	CSA	2065	937310.0	D												
		PROGRAM ELEMENT TOTAL														92	5174
		937310.0														92	5174
		APPROPRIATION TOTAL														92	5174
		2065 937310.0														92	5174
82	1A	CSA	2000	539990.1	D	34	52	51	1535	436	2				20	50	2041
82	1A	CSA	2000	539990.1	D												
		PROGRAM ELEMENT TOTAL														20	2041
		539990.1														20	2041
		APPROPRIATION TOTAL														20	2041
		2000 539990.1														20	2041

Figure 6.3.7. AMMA Cost Work Sheet

6.4 Budget Exhibit PB-31B (Programing and Financing Schedule)

6.4.1 General

The Programing and Financing (P&F) Schedule (PB-31B) must be prepared and submitted with the OSD budget and President's budget. Schedules are prepared for each appropriation to include prior year (PY), current year (CY) and budget year (BY) data.

The P&F Schedules consist of three major sections -- Program by Activities (Budget Activities), Financing ("F" Accounts) and Object Classes ("T" Accounts). DACA-OMP develops the civilian manpower obligations for input to the Object Classes section.

As stated previously, the P&F Schedule is prepared for both the OSD budget and the President's budget. The procedures followed for each submission are the same; however, for the OSD budget the PY obligations data are incomplete and based on the latest BEAMS report (31 July). These data are projected to the end of the FY and then the projections may be further adjusted based on experience factors in other prior years and the judgement of the analyst. Thus, in the examples shown, which were taken from the OSD budget PB-31B, the data in the P&F Schedule may not exactly match the source data, i.e., BEAMS. However, for the President's budget PB-31B the procedures are the same and there should be a direct relationship between the data in the P&F Schedule and the source data.

The entire process is shown in the flow chart, Figure 6.4.1.

6.4.2 Preparation of the P&F Schedules

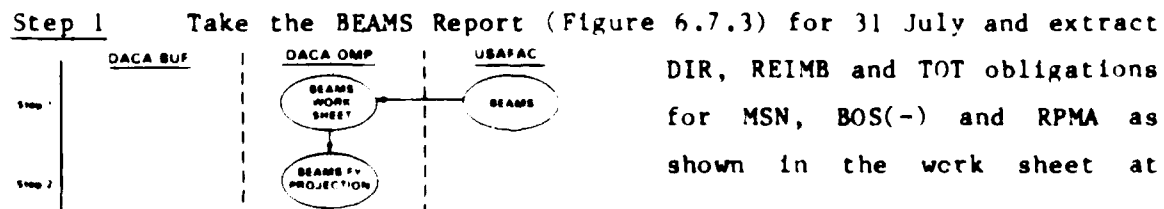


Figure 6.4.2. (For the President's budget use the Percentage Data Elements Work Sheet (Figure 6.7.8) prepared in accordance with the instructions in paragraph 6.7 and proceed to Step 4.) NOTE: OMARNG is not included in BEAMS. Similar data is obtained from the OMARNG appropriation director (see Part I, Section 6).

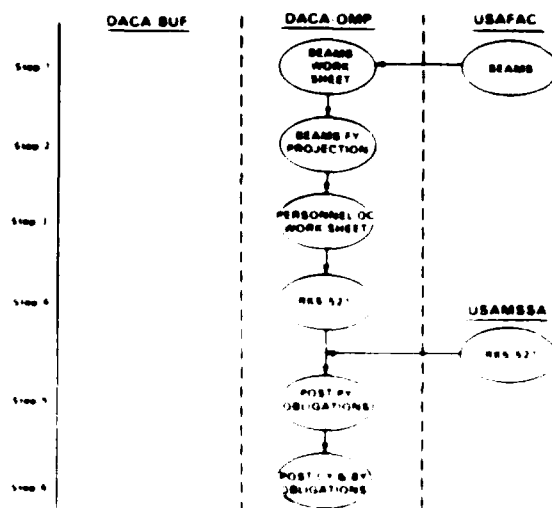
Step 2 Extend the ten-month totals in the 31 July BEAMS report to arrive at the projected obligations for the fiscal year (Figure 6.4.3).

Step 3 Prepare a Personnel Object Classification work sheet for each appropriation (Figure 6.4.4). You are now ready to extract and post data from source documents. A complete work sheet is at Figure 6.4.5 for use as a guide.

Step 4 Take the OP-8, and 10 Reports (RK5_521) prepared after the OSD budget or President's budget manpower lock as appropriate (Figure 6.4.6).

Step 5 Post PY Obligations

• Total Obligations.



- Total of OC 11.1, 11.3 and 11.5 (figure in brackets). This is taken from the OP-8, column F, line 1C.
- OC 11.5 Other Personnel Compensation. This is the total Overtime, Holiday Pay, Sunday Pay, Post Differential and Hazardous Duty Pay from the projected obligations work sheet (Figure

6.4.3). Note that in the example shown the overtime (85279) plus holiday pay (7846) was reduced to a total of 84991 which is the same figure as in the OP-8, column E, line 1C. This lower figure is used for the OSD Budget P&F Statement pending receipt of the 30 September actuals. For the President's budget use the figures from the BEAMS report.

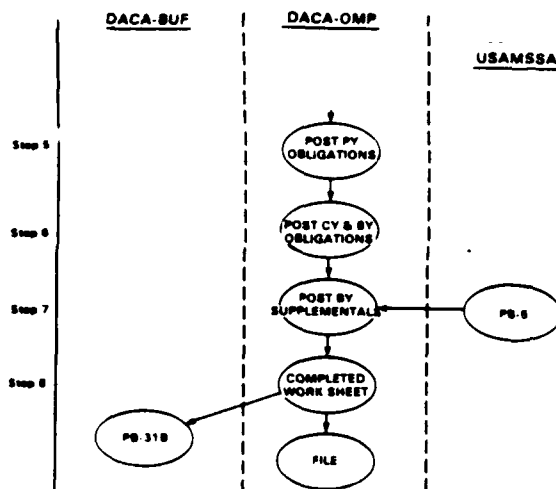
- OC 11.1 Full-Time Permanent Positions. This is taken from the Projected Obligations work sheet (Figure 6.4.3) and is the first figure on the front page.
- OC 11.3 Positions Other than Permanent. This is the difference between the OC 11.1 plus OC 11.5 and the total OC 11.
- OC 12.1 Personnel Benefits: Civilian Personnel. This is taken from the OP-8, column G, line 1C.
- OC 13 Benefits for Former Personnel. This is taken from OP-8, column H, line 3B plus OP-10, column D, line 1 (e.g., $5254 + 8982 = 14236$).
- OC 25.1 Payments to Foreign National Indirect Hire. This is taken from the OP-10, column E, line 2 (e.g., 872,082).

- Direct Obligations. All figures shown are based on the percentage of Total Direct Obligation to Total Obligations on the Projected Obligation Work Sheets (Figure 6.4.3). Again, in the example shown, the percentage was adjusted by the analyst based on experience in prior years. For the President's budget PB-31B the exact percentage of direct obligations to total obligations would be used.

- Reimbursable Obligations. This is the difference between the Total Obligations and the Direct Obligations.

Step 6 Post CY and BY Obligations

- Total of OC 11.1, 11.3 and 11.5. Same as in Step 5 (Total Obligations) for the appropriate FYs.



- OC 11.1, 11.3 and 11.5. These figures are calculated based on the percentage of each OC to the total in the PY (e.g., OC 11.1 is 92.3 percent of the total of the three OCs).

- OC 12.1, 13 and 25.1. Same as in Step 5 (Total Obligations) for the appropriate fiscal years.

- Direct Obligations. Same as in Step 5.
- Reimbursable Obligations. Same as in Step 5.

Step 7 Post BY Supplemental Pay Increases. These figures for Wage Grade and Classified Employees are taken from the Statistical Portion of the PB-5 (Figure 6.1.4).

Step 8 The completed Personnel Object Classification Work Sheets are provided to DACA-BUF for inclusion in the PB-31B. Copies are maintained in DACA-OMP files.

**ACTION: Budget Exhibit PB-31B
(Programing and Financing Schedule)**

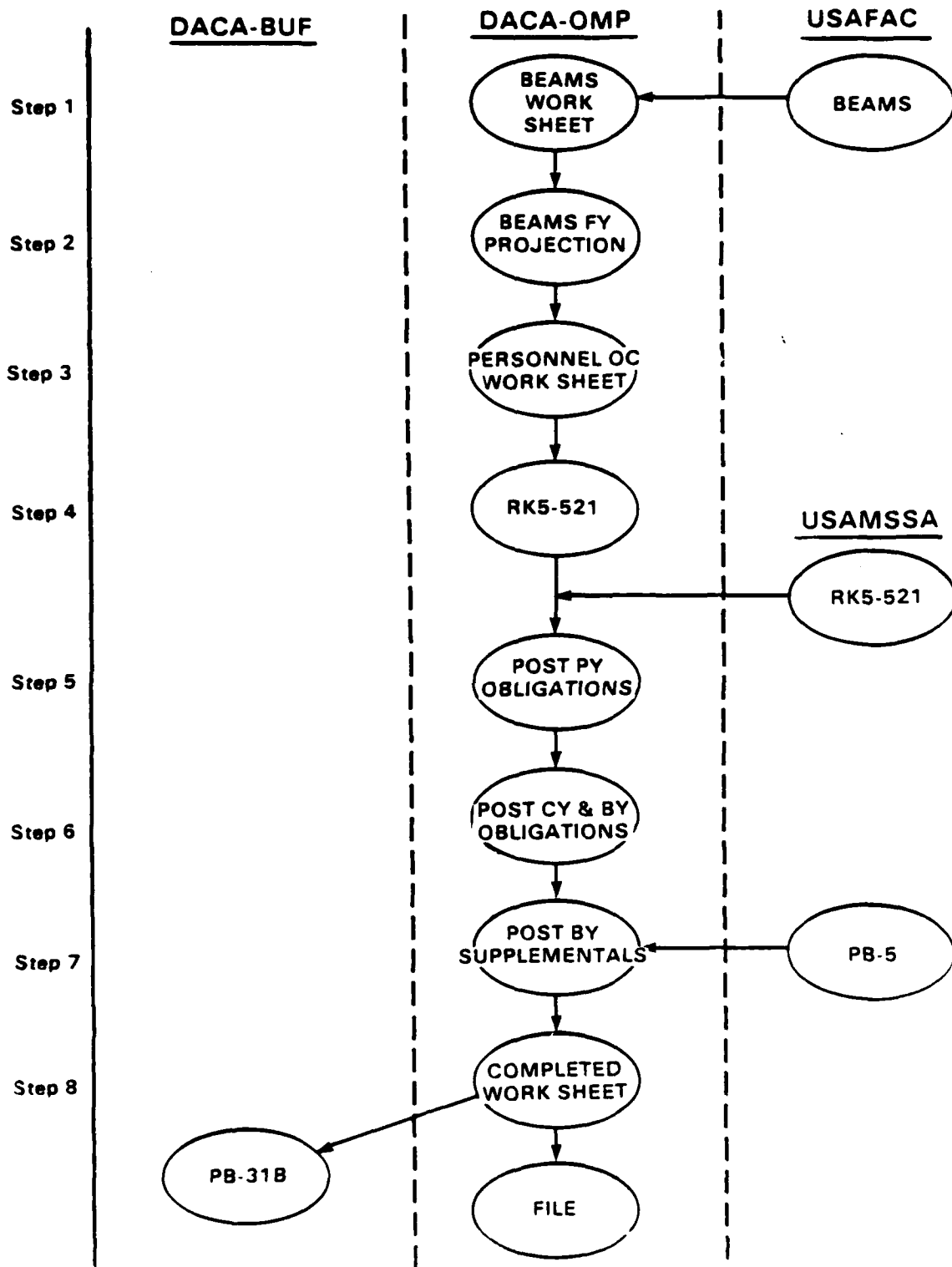


Figure 6.4.1. Budget Exhibit PB-31B (Programing and Financing Schedule) Flow Chart

11/6/87

314084 BEAMS FOR FY86 RUDGET

FTP	Need	Allocation	Total	Quint	ROS	Cost	Need	RPA/R	Total	Quint	Final	Final
1111	1541360	101193	1650553	173634	22088	175127	10884	10267	90756	2103488	133548	2237034
1112	8310	273	8583	8594	84	2660	423	10	433	11307	369	11476
1121	175191	9615	182806	153263	8179	161442	172369	38665	211034	488323	56459	555282
1122	1320	30	1350	1435	80	1455	1583	46	1639	4348	96	4444
1131	-	-	-	-	-	-	-	-	-	-	-	-
1132	-	-	-	-	-	-	-	-	-	-	-	-
1141	7868	1123	8991	5902	525	6427	422	203	625	14192	1851	16063
1141	19667	1054	19772	40412	940	41402	2542	52	2594	92621	1147	93768
1142	374	-	374	360	3	363	14	-	14	748	3	751
1141	14007	59	14066	22617	38	22655	756	24	780	37380	121	37501
1142	147	-	147	239	-	231	4	-	4	340	-	340
1141	9349	645	10044	4	-	4	6	-	6	9359	695	10054
1142	154	6	160	-	-	-	-	-	-	159	6	165
1143	24	-	24	-	-	-	-	-	-	24	-	24
1144	-	-	-	-	-	-	-	-	-	-	-	-
1151	222657	6120	229377	23073	1232	24325	2228	91	2314	251978	8043	260021
1152	1954	28	1982	165	5	176	20	1	21	2139	34	2173
1151	32385	3462	34847	38339	1522	37581	28430	2404	30834	49174	6388	105562
1142	121	4	125	28	-	28	-	-	-	149	4	153
11 + 11 Total	2200584	125470	2326054	808013	32245	844728	306313	54827	361143	5315420	216542	5531962
11	56690	1571	58261	43654	1803	45457	31444	2523	34411	112288	6723	119021
11 + 11 Total	-	-	-	-	-	-	-	-	-	342708	223475	365183

Figure 6.4.2. BEAMS Work Sheet

Drawings	Direct	Prod Rem't	Cost	Direct	Ex- cess Rem't	Sold	Direct	Prod Rem't	Sold	Direct	Total	Total Rem't	Total
1151	25165	2215	27380	12765	578	17363	5990	311	6301	61863	6200	71063	
1161	3756	755	4511	2551	276	28-7	8201	1741	10312	4329	3129	4704	
1171	32	-	32	105	-	105	1	-	1	138	138	138	
1181	125	13	138	129	-	129	30	-	31	284	13	277	
1191	161	-	461	411	4	415	14	1	15	886	8	891	
1101	745	-	745	188	1	189	8	-	8	941	1	942	
1111	995	43	1038	150	5	155	86	2	88	1231	50	1281	
1121	696	65	761	800	32	832	1059	138	1197	2555	235	2790	
Monday Feb													
1152	1931	74	2005	603	37	640	37	X	39	2292	239	2531	
1162	722	13	735	255	6	261	803	100	903	2571	113	2684	
1172	18	-	69	13	-	13	1	-	1	82	1	83	
1182	114	-	114	111	-	111	1	-	1	226	-	226	
1192	110	-	110	526	-	526	-	-	-	636	-	636	
1102	39	-	39	4	-	4	-	-	-	43	-	43	
1112	244	2	246	291	5	294	306	1	307	761	6	767	
1122	2704	65	2769	852	36	888	113	25	138	6512	231	6743	
1153	897	14	911	306	5	311	692	83	765	3669	126	3795	
1163	53	-	53	9	-	9	-	-	-	1885	102	1987	
1173	149	-	149	196	2	198	6	-	6	62	-	62	
1183	47	-	47	377	-	377	-	-	-	301	2	303	
1193	13	-	13	3	-	3	-	-	-	424	1	424	
1103	196	-	196	35	-	35	24	-	24	16	1	17	
1113	196	-	196	35	-	35	24	-	24	155	-	155	
1123													

Figure 6.4.2 (Cont.). BEAMS Work Sheet

	Direct	Man Power	Spice	Direct	205- A-rod	Total	Direct	110A Kaint	Total	Direct	Total	Total
<i>Thylo W. B. B. B. B.</i>												
1154	4342	151	4473	1289	65	1354	20	1	21	7812	8040	5812
1164	-	-	-	-	-	-	-	-	-	5651	-	-
1174	-	-	-	-	-	-	-	-	-	-	-	-
1184	82	-	82	12	-	12	-	-	-	94	94	94
1184	260	-	260	175	2	175	-	-	-	433	433	433
1184	-	-	-	-	-	-	-	-	-	-	-	-
1184	15	-	15	-	-	-	-	-	-	-	-	-
1184	567	12	579	691	14	705	340	2	342	1618	1618	1618
<i>Magazine Duty</i>												
1155	18	10	28	21	-	21	8	-	8	815	815	815
1165	116	163	279	180	6	186	347	66	413	47	57	1076
1175	-	-	-	-	-	-	-	-	-	645	235	878
1185	-	-	-	-	-	-	-	-	-	-	6	6
1185	-	-	-	-	-	-	-	-	-	-	-	-
1185	14	-	14	1	-	1	-	-	-	20	20	20
1185	-	-	-	-	-	-	-	-	-	-	-	-
1185	38	8	46	15	-	15	32	1	33	105	105	114

Figure 6.4.2 (Cont.). BEAMS Work Sheet

Post Differential	Direct	Man'd	Total	Direct	805- Time	Wage	Direct	MMR Rate	Total	Dir	Total	Total
1156	435	69	504	353	1	354	144	-	144	1114	71	1185
1166	28	7	35	17	-	17	47	-	47	932	70	1002
1176	-	-	-	-	-	-	-	-	-	92	9	99
1186	-	-	-	-	-	-	-	-	-	-	-	-
1196	1	-	1	5	-	5	-	-	-	6	-	6
1206	-	-	-	-	-	-	-	-	-	-	-	-
1216	-	-	-	-	-	-	-	-	-	-	-	-
1226	12	-	12	55	-	55	13	-	13	84	-	84
1236	1497	22	1521	18	-	18	4921	366	5287	25218	966	26184
1246	720	311	1031	391	94	3285	592	25	617	6238	388	6626
1256	13	-	13	3	-	3	3	-	3	11703	430	12133
1266	699	28	727	783	17	800	791	32	823	19	77	19
1276	-	-	-	-	-	-	-	-	-	2073	-	2350
1286	49	-	49	-	-	-	-	-	-	-	-	-
1296	24	-	24	41	-	41	-	-	-	49	-	49
1306	8	-	8	19	-	19	-	-	-	65	2	67
1316	342	-	342	268	3	271	18	-	18	27	-	27
1326	11	-	11	1	-	1	-	-	-	628	3	631
1336	22	-	22	34	1	35	-	-	-	2	-	2
1346	163	-	163	-	-	-	-	-	-	56	1	57
1356	86	-	86	1	-	1	-	-	-	65	-	65
1366	193	-	193	-	-	-	-	-	-	87	-	87
1376	1857	39	1898	2	-	2	-	-	-	191	5	196
1386	493	-	493	162	12	174	35	-	35	2056	51	2107
1396	18	-	18	848	1	848	602	7	607	1942	9	1951
1406	18	-	18	46	-	46	25	-	25	199	-	199
Grand Total												

Figure 6.4.2 (Cont.). BEAMS Work Sheet

[illegible]

Figure 6.4.2 (Cont.). BEAMS Work Sheet

Personnel lists

FTP	Dis.	New Grind	Sold	Gr.	205- Grind	Int.	Dis.	111A Grind	Total	Total	Total Grind	Total
1142											250267 250267	4002052
Grand Total							3751685				259861 8320	4238524 14071
11 + 16 Solder							3978663 134751				259861 8320	4238524 14071
"							4113914				259861 8320	4238524 14071
16											259861 8320	4238524 14071

[illegible]

PERSONNEL OBJECT CLASSIFICATION		1984	1985	1986
DEBIT OBLIGATIONS:				
11.1	Full-time Permanent Positions			
11.3	Positions other than Permanent			
11.5	Other Personnel Compensation			
12.1	Personnel Benefits: Civilian Personnel			
13.0	Benefits for Former Personnel			
25.1	Payments to Foreign Nationals Indirect Hire			
REIMBURSABLE OBLIGATIONS:				
11.1	Full-time Permanent Positions			
11.3	Positions other than Permanent			
11.5	Other Personnel Compensation			
12.1	Personnel Benefits: Civilian Personnel			
13.0	Benefits for Former Personnel			
25.1	Payments to Foreign Nationals Indirect Hire			
TOTAL OBLIGATIONS:				
11.1	Full-time Permanent Positions			
11.3	Positions other than Permanent			
11.5	Other Personnel Compensation			
12.1	Personnel Benefits: Civilian Personnel			
13.0	Benefits for Former Personnel			
25.1	Payments to Foreign Nationals Indirect Hire			

Figure 6.4.4. Personnel Object Classification Work Sheet

PERSONNEL OBJECT CLASSIFICATION

	1984	1985	1986	1987	1988
DIRECT OBLIGATIONS:					
11.1 Full-time Permanent Positions	417,743	417,743	417,743	417,743	417,743
11.3 Positions other than Permanent	1,000	1,000	1,000	1,000	1,000
11.5 Other Personnel Compensation	1,000	1,000	1,000	1,000	1,000
12.1 Personnel Benefits: Civilian Personnel	1,000	1,000	1,000	1,000	1,000
13.0 Benefits for Former Personnel	1,000	1,000	1,000	1,000	1,000
25.1 Payments to Foreign Nationals Indirect Hire	1,000	1,000	1,000	1,000	1,000
REIMBURSABLE OBLIGATIONS:					
11.1 Full-time Permanent Positions	1,000	1,000	1,000	1,000	1,000
11.3 Positions other than Permanent	1,000	1,000	1,000	1,000	1,000
11.5 Other Personnel Compensation	1,000	1,000	1,000	1,000	1,000
12.1 Personnel Benefits: Civilian Personnel	1,000	1,000	1,000	1,000	1,000
13.0 Benefits for Former Personnel	1,000	1,000	1,000	1,000	1,000
25.1 Payments to Foreign Nationals Indirect Hire	1,000	1,000	1,000	1,000	1,000
TOTAL OBLIGATIONS:					
11.1 Full-time Permanent Positions	417,743	417,743	417,743	417,743	417,743
11.3 Positions other than Permanent	1,000	1,000	1,000	1,000	1,000
11.5 Other Personnel Compensation	1,000	1,000	1,000	1,000	1,000
12.1 Personnel Benefits: Civilian Personnel	1,000	1,000	1,000	1,000	1,000
13.0 Benefits for Former Personnel	1,000	1,000	1,000	1,000	1,000
25.1 Payments to Foreign Nationals Indirect Hire	1,000	1,000	1,000	1,000	1,000
Supplemental					
WAGE GRADE					
Classified					
Totals					

Figure 6.4.5. Personnel Object Classification Work Sheet (Completed)

[illegible]

TOTAL MILITARY EMPLOYED									
1. DIRECT HIRE									
A. U.S. EMPLOYEES									
11) SENIOR EXECUTIVE									
12) GENERAL MGMT. STAFF									
13) GENERAL STAFF AND									
14) WAGE WORKER									
15) SUB-TOTAL U.S.									
B. FOREIGN NATIONALS									
C. TOTAL DIRECT HIRE									
D. UNCLASSIFIED EMP.									
2. INDIRECT HIRE									
3. BENEFITS FOR FOREIGN EMP.									
A. PERS.									
B. ALL OTHER (CC 115)									
4. TOTAL CIVILIAN PERSONNEL									
351	310	351	345	354	258.6	15	2,391	2,687	23,118
11,765	11,707	11,765	11,704	6,450	6,450	28,67	6,450	0.100	76,353
226,677	211,867	226,677	226,639	99,765	211,765	28,67	226,639	0.123	50,026
8,936.5	8,936.5	8,936.5	8,936.5	0.173	706.25	11,706	5,367.997	662.723	575,102.7
316,710	316,710	316,710	316,710	316,710	316,710	1,057.25	16,311.9	9704.96	86,563.71
15,506	15,506	15,506	15,517	15,517	15,517	3,229	16,311.9	32,431	13,000
54,011	54,011	54,011	54,011	54,011	54,011	1,057.25	16,311.9	0.770	12,459
57,920	57,920	57,920	57,920	57,920	57,920	1,057.25	16,311.9	101,169.7	8,343.71
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0
3,799.31	3,799.31	3,799.31	3,799.31	3,799.31	3,799.31	1,057.25	16,311.9	101,169.7	975,611.8

OPERATIONAL & MAINT. UNIT									
1. DIRECT HIRE									
A. U.S. EMPLOYEES									
(1) SENIOR EXECUTIVE	170	177	190	153	129.52	0	18.42	1252	14214
(2) GENERAL MGMT. PAY	6302	6600	6027	6562	5756.4		65,464	0.050	71,777
(3) GENERAL SCHEDULE	135505	147870	133712	145506	3,5569	1234	307703	33.301	316301
(4) MALE BOARD	17400	37777	3,656	35105	46,731	56833	46,739	0.125	52,706
(5) SUBTOTAL U.S.	135647	109524	172765	187631	46,731		100,921	412062	556233.3
B. FOREIGN NATIONALS	14633	1,000	2000	15043	70,612		21,274	0.116	21,007
C. TOTAL DIRECT HIRE	150080	204562	174765	202676	117,343		7,9304	97,603	6,634.4
D. DISADVANTAGED EMP.	1212	0	0	0	21,161		22,161	0.127	24,745
2. INDIRECT HIRE	57022	56157	0	55,777	1,6703		41,67030	54,772	47,742.2
3. BENEFITS FOR FOREIGN EMP.	0	0	0	0	3,032		10,080	30.3	18,973
A. FICA	0	0	0	0	42,0572		4,34163	56002	452,445.5
B. ALL OTHER (INC. U.S.)	0	0	0	0	46,4182		26,3124	0	86,2182
4. TOTAL CIVILIAN PERSONNEL	250,360	260527	175,447	258,670	15,500		15,360	0.050	15,530
5. TOTAL	500,000	500,000	500,000	500,000	500,000		500,000	500,000	500,000

EXHIBIT 000-8.

Figure 6.4.6. OP-8

LATE RUN 09/21/36
GAIL
BUTLER AKA. COLUMBIAN
FAC. • CHILDS

TOTAL MILITARY FUNCTION					
1. DIRECT MINE	1906	1907	1908	1909	21015
CLASSIFIED PARANORMALS	1365	1367	2005	0	26870
MADE BOARD PARANORMALS	1041	1041	2239	0	27269
KEPANS	1013	1013	16112	0615	11227
ITALIAN	1011	1111	20104	294	20403
Other DIRECT MINE	770	1110	2132	106	21153
OTHER ON THE MINE	150	0	0	0	0
2. INDIRECT MINE	5024	57134	070110	1300	90316
GERMAN NATIONAL	5027	50135	060958	0	80623
JAPANESE	3501	5111	57574	9025	15113
OTHER INDIRECT MINE	2473	071	15063	0	15960
KORIAN SERVICE CORPS	3023	3100	28433	271	22704

OPERATION & PLANT AREA

	A	B	C	D	E
1. DIRECT HIRE	14633	14004	16373	3402	191955
CLASSIFIED PATROLLING	1312	1310	1310	0	25703
MALE BOILED PARAGRAPH	1614	1605	20012	0	20874
KOREANS	10244	1031	99486	032	100076
ITALIANS	1011	1004	18946	234	17268
OTHER DIRECT HIRE	440	578	11378	105	11454
OTHER ON PAY ST. DT.	4	0	0	0	0
2. INDIRECT HIRE	57020	56159	66382	89003	872092
GARMAN NATIONAL	46014	46046	71102	0	72102
LAURESE	3156	3474	5125	8079	50604
OTHER INDIRECT HIRE	2433	852	14332	0	14332
KOREAN SERVICE CORPS	3223	3609	25433	271	22704

PROGRAM 2

[illegible]

EXPERIMENT 3

Figure 6.4.6 (Cont.). OP-10

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6.5 Budget Exhibit PB-31C (Personnel Summary)

6.5.1 General

The PB-31C is used to report to OSD, OMB and Congress data on personnel strengths and funds supporting civilian manpower. Actual data are reported for the prior year and estimated data for the current, budget and program years.

DACA-OMP (Manpower Team) prepares the PB-31C exhibits for each appropriation from a combination of field inputs and extraction of data from automated reports. The exhibits making up the PB-31C are manually prepared. Examples of the exhibits and source data reports are included herein; however, corresponding values will not always agree due to the reconciliation of reported permanent position end strengths with end strengths in the various data bases (see Step 1c).

The entire process is shown in the flow chart, Figure 6.5.1.

6.5.2 Composition of the Budget Exhibit PB-31C

The PB-31C is made up of four separate exhibits as follows:

- Personnel Summary (Figure 6.5.2). This shows the total number of direct hire permanent positions, work years, average salaries, and average grade in the Army for the PY, CY and BY.
- Direct Hire Civilian Employment (Figure 6.5.3). This reports average strength, end strength and cost by budget activity for PY, CY, BY and 1st Program Year.
- Indirect Hire Civilian Employment (Figure 6.5.4). This reports the same data as above for IDH personnel.

- Direct Hire, Other Personnel Compensation (Figure 6.5.5). This reports cost of selected items of compensation for PY, CY and BY.

6.5.3 Development of the Budget Exhibit PB-31C

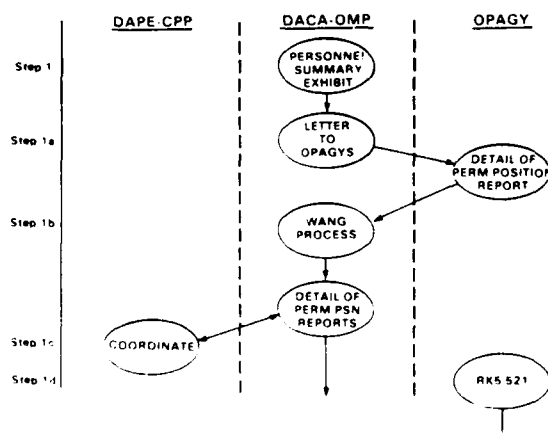
Step 1 Prepare the PB-31C Personnel Summary

Step 1a Determine detail of permanent positions by sending a letter to all OPAGYs not later than 1 October of each FY. An example of this letter is at Figure 6.5.6. An OPAGY response is at Figure 6.5.7. Responses must be received by 10 November.

Step 1b Enter report data in the WANG word-processor in accordance with the instructions in the WANG SOP. The WANG produces the detail of permanent position reports, an example of which is at Figure 6.5.8. (No indirect hire information is included.) Detail of Permanent Position Reports produced by the WANG programs are maintained in a binder in DACA-OMP.

Step 1c Coordinate permanent position ES totals with DAPE-CPP. The

Actual ES and FTP totals must agree with the ES and FTP totals on the prior 30 September SF 113-A Report (Figure 4.3.4). Section IV, line 29 provides the ES and line 30 provides the FTP for DH. IDH is provided in the Supplement to SF 113-A. If any discrepancies exist they must be resolved with the appropriate OPAGY. This step is completed in mid-December.

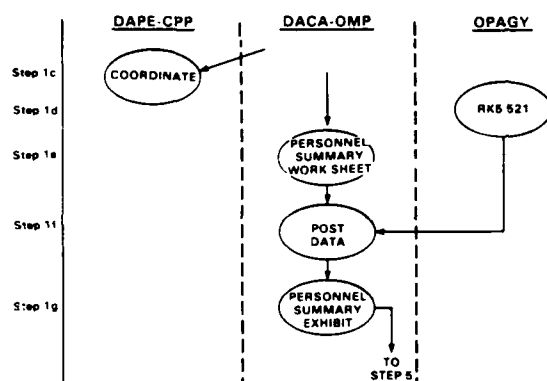


Step 1d Obtain Report RK5_521 (OP-8, OP-8A and OP-10) prepared for the President's budget (Figures 6.5.9, 6.5.10 and 6.5.11).

Step 1e Prepare a Personnel Summary Work Sheet (Figure 6.5.12). This is in the same format as the PB-31C Personnel Summary and is used to extract data from source documents.

Step 1f Enter data onto the personnel summary work sheet as follows:

- Line 1:
 - Column A: From Detail of Permanent Positions Report, Summary by Appropriation.
 - Columns B & C: From OP-8, line 1.C., FTP column.



- Line 2a: From OP-8A, line 1.C., BASIC column.

- Line 2b: From OP-8A, line 3, MY OVERTIME/HOLIDAY column.

- Line 3: From OP-8, line 1.A.(1), BASIC COMPENSATION

column (average salary figure is located under the total cost figure).

- Line 4: From the Detail of Permanent Positions Reports and includes both GS and GM average grades.
- Line 5: From OP-8, line 1.A.(2) plus line 1.A.(3), BASIC COMPENSATION column (total cost figure) divided by line 1.A.(2) plus line 1.A.(3), MANYEARS column.
- Line 6: From OP-8, line 1.A.(4) plus line 6, BASIC COMPENSATION column (total cost figure) divided by line 1.A.(4) plus line 6, MANYEARS column.

Step 1g The data for each appropriation is typed into final form (Figure 6.5.2).

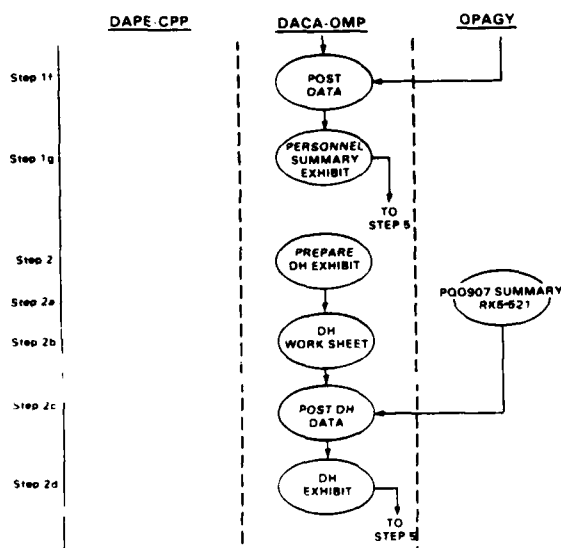
Step 2 Prepare the PB-31C, Direct Hire Civilian Employment

Step 2a Obtain PQ0907 FTP WY Report (Figure 6.5.13) from USAMSSA.

Step 2b Prepare a Direct Hire Civilian Employment Work Sheet (Figure 6.5.14). This is in the same format as the PB-31C, Direct Hire Civilian Employment and is used to extract data from source documents.

Step 2c Enter data onto the Direct Hire Civilian Employment Work Sheet as follows:

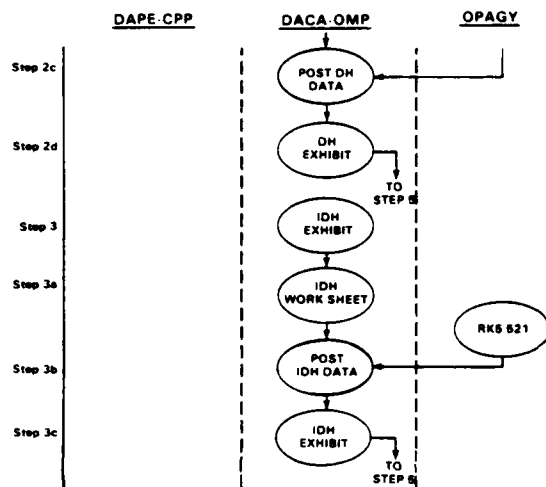
- Line 1, columns A, D and G: From OP-8, line 1.C., FULL TIME PERM column divided by FTP MY from PQ0907 Summary Report.
- Line 1, columns B, E, H and J: From OP-8, line 1.C., FULL TIME PERM column.



- Line 1, columns C, F and I: This figure is based on the proportion of FTP end strength (line 1, column B) to total direct hire end strength (line 3, column B) calculated against the total direct hire compensation (line 3, column C). (At this point, skip line 2 and go to line 3.)

- Line 3, columns A, D and G; From OP-8, line 1.C., FULL TIME PERM COLUMN divided by DH MY from PQ0907 Summary Report.

- Line 3, columns B, E, H and J: From OP-8, line 1.C., END STRENGTH TOTAL column.
- Line 3, columns C, F and I: From OP-8, line 1.C. plus 1.D., TOTAL COMPENSATION column.
- Line 2, all columns: This is the difference between the figures in lines 1 and 3.



- Line 4 (Detail by Budget Activity): Data for each program are extracted directly from the program totals for each appropriation in the OP-8.
- Line 5: Totals of all line 4 Budget Activities and should balance to the totals in line 3.

- Line 6, columns C, F and I: From OP-10, line 1, SEVERANCE PAY column. This figure is entered in parenthesis.

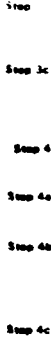
Step 2d The data for each appropriation is typed into final form (Figure 6.5.3).

Step 3 Prepare the PB-31C, Indirect Hire Civilian Employment.

Step 3a Prepare an Indirect Hire Civilian Employment Work Sheet (Figure 6.5.15). This is the same format as the PB-31C, Indirect Hire Civilian Employment and is used to extract data from the source documents.

Step 3b Enter data onto the Indirect Hire Civilian Employment Work Sheet as follows:

-



- The totals in columns A, D and G should balance to the OP-8, line 2, MAN-YEARS column.

- The totals in columns C, F and I should balance to the OP-8, line 2, BASIC COMPENSATION column (total figures) plus the SEVERANCE PAY column.

-

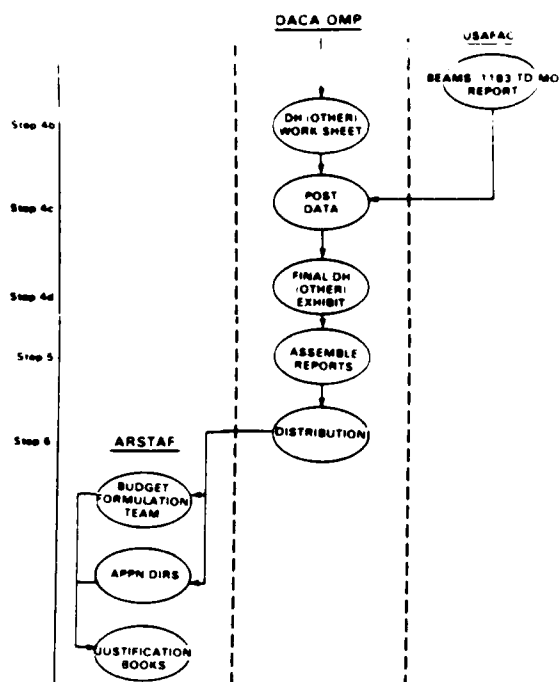
Step 3c

Step 4

Step 4a

Step 4b

Step 4c Enter data onto the Direct Hire Other Personnel Compensation Work Sheet as follows:



- Line 1, columns A, B and C: From the OP-8, line 4, OVERTIME + HOLIDAY PAY column.
- Lines 2, 3 and 4, column A: Totaled and posted directly from BEAMS Report or RCS 1183-TD-MO Report.
- Lines 2, 3 and 4, columns B and C: These data are estimated by the analyst based on the prior year actual data (column A).
- Line 5: Total lines 1 through 4.

Step 4d The data for each appropriation is typed into final form (Figure 6.5.4).

Step 5 Assemble the reports by appropriation in the order in which prepared (Steps 1 through 4 above).

Step 6 Forward the OMA reports to DACA-OMP (Budget Formulation Team) for inclusion in the OMA Justification Book, Volume 1. Forward the remaining reports to the appropriate APPN directors for their justification books.

**ACTION: Budget Exhibit PB-31C
(Personnel Summary)**

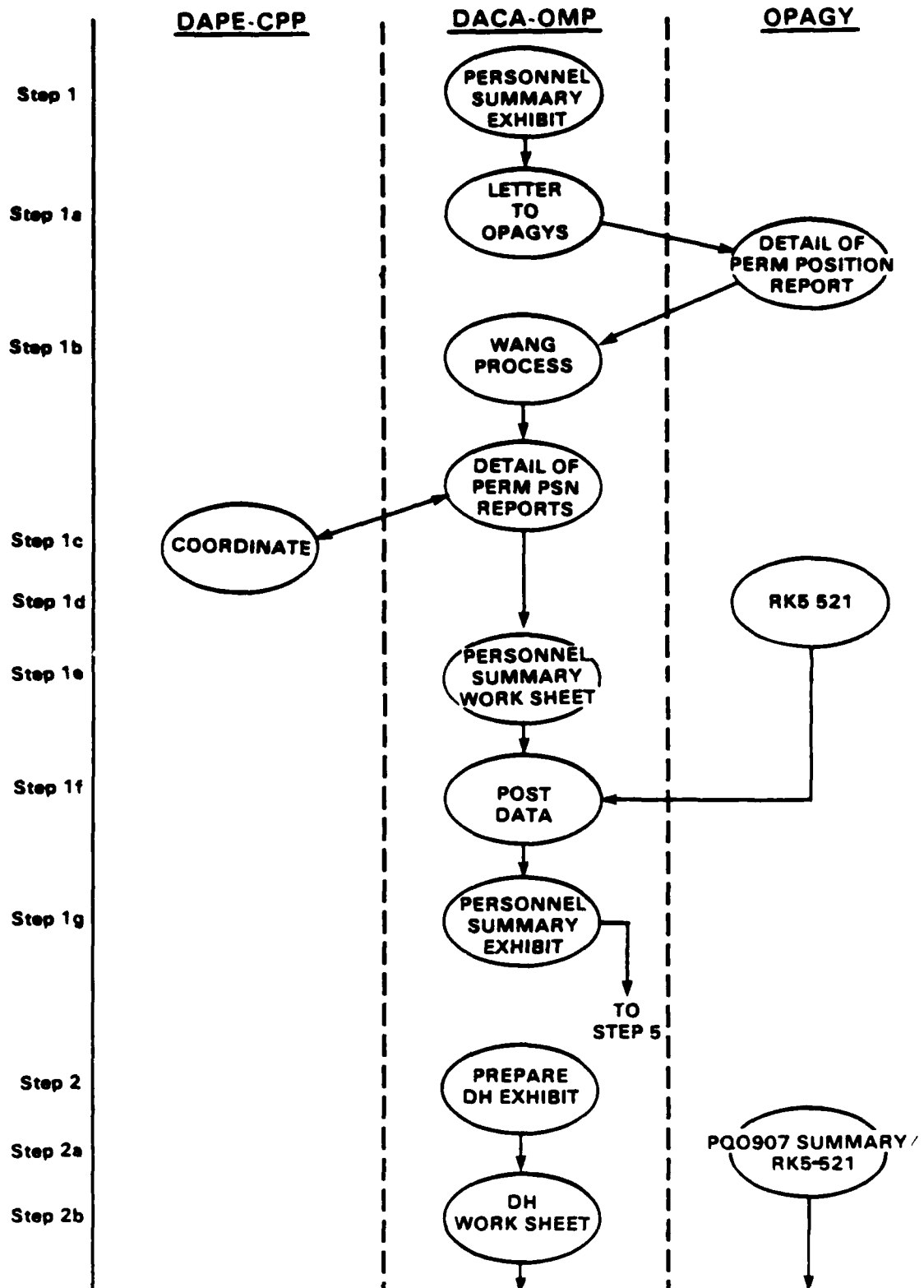


Figure 6.5.1. Budget Exhibit PB-31C (Personnel Summary) Flow Chart

**ACTION: Budget Exhibit PB-31C
(Personnel Summary)**

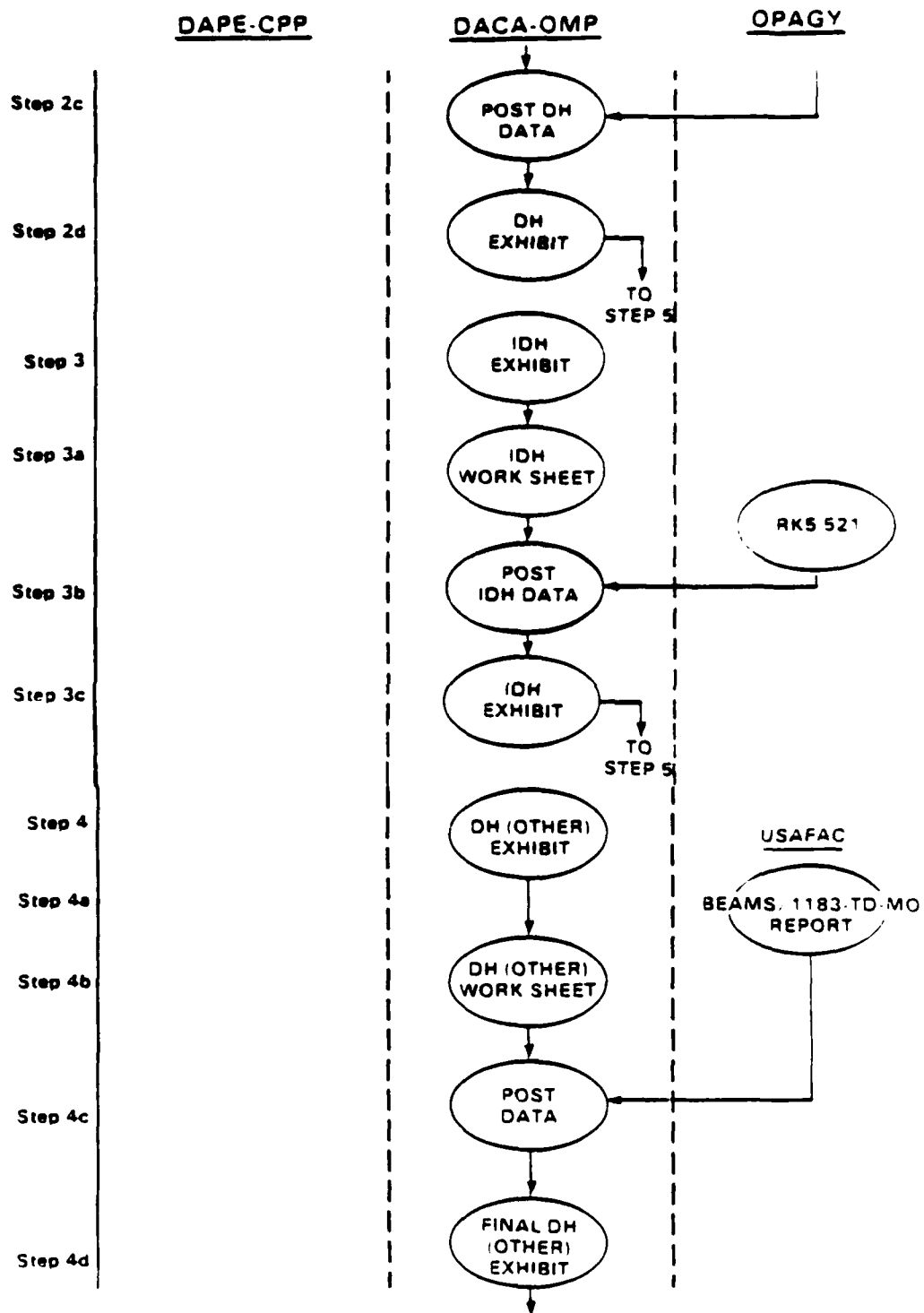


Figure 6.5.1 (Cont.). Budget Exhibit PB-31C (Personnel Summary) Flow Chart

**ACTION: Budget Exhibit PB-31C
(Personnel Summary)**

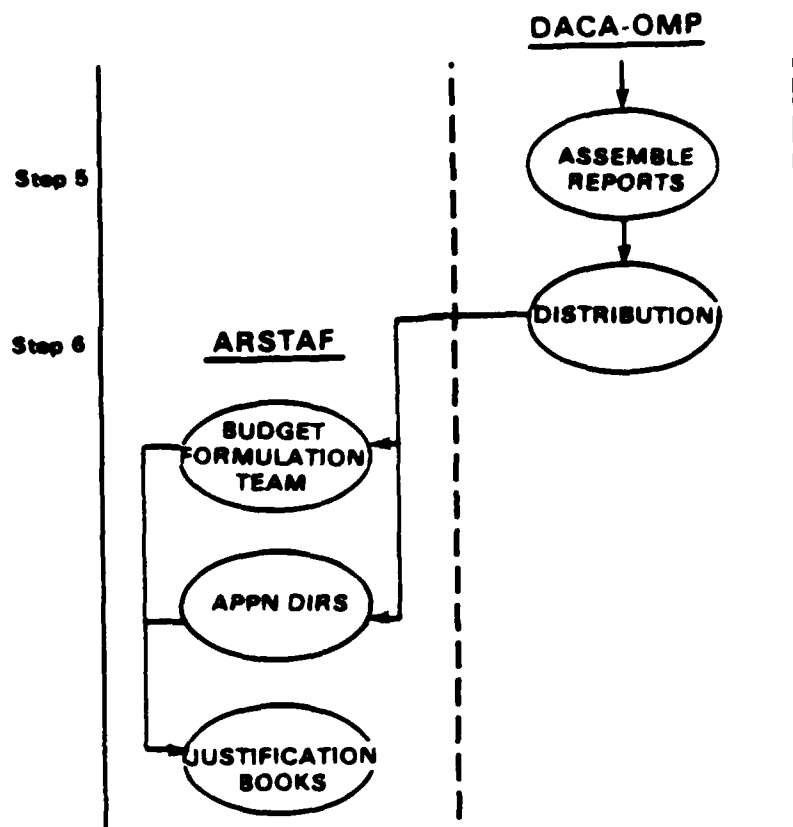


Figure 6.5.1 (Cont.). Budget Exhibit PB-31C (Personnel Summary) Flow Chart

PERSONNEL SUMMARY
OPERATION AND MAINTENANCE, ARMY

	<u>FY 83</u> <u>Actual</u>	<u>FY 84</u> <u>Estimate</u>	<u>FY 85</u> <u>Estimate</u>
Total number of permanent positions.....	164,141	176,484	177,664
Total compensable workyears:			
Full-Time equivalent of other positions.....	202,455	202,864	206,114
Full-Time equivalent of overtime and holiday hours.....	4,210	3,346	3,385
Average ES salary.....	\$66,040	\$62,859	\$62,189
Average GS grade.....	7.29	7.27	7.27
Average GS salary.....	\$21,527	\$21,581	\$21,825
Average salary of ungraded positions.....	\$17,600	\$18,963	\$19,477

EXHIBIT PB-31C
Feb 1, 1984

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Figure 6.5.2. Personnel Summary

DIRECT HIRE CIVILIAN EMPLOYMENT
OPERATIONS AND MAINTENANCE, ARMY
(Dollars in Thousands, Strengths in Whole Numbers)

	FY 1983 Actual		FY 1984 Estimate		FY 1985 Estimate		FY 1986 Estimate			
	Average Strength	End Strength \$(000)	Average Strength	End Strength \$(000)	Average Strength	End Strength \$(000)	Average Strength	End Strength		
Direct Hire Civilians										
Full-time Permanent	173,111	164,559	4,455,083	173,460	169,800	4,649,934	176,240	170,856	4,816,911	176,469
Other	29,344	33,531	281,555	29,404	34,595	293,859	29,874	34,814	304,411	35,957
Total Direct Hire	202,455	198,090	4,736,638	202,864	204,395	4,943,793	206,114	205,670	5,121,322	212,426
Detail by Budget Activity										
General Purpose Forces	58,959	58,327	1,229,117	58,687	59,868	1,319,214	60,075	61,061	1,388,666	62,003
Intelligence & Communications	11,657	11,237	316,944	11,663	12,004	334,899	11,705	11,964	341,272	12,050
Central Supply & Maintenance	43,302	42,186	1,157,701	44,249	43,451	1,207,701	44,213	42,584	1,231,766	46,281
Training, Medical and Other Personnel	71,944	70,059	1,590,031	72,076	72,559	1,652,276	73,909	73,748	1,723,930	75,681
Administration & Associated Activities	16,142	15,863	431,541	15,733	16,050	418,286	15,753	15,850	424,029	15,948
Support to Other Nations	451	418	11,304	456	463	11,417	459	463	11,659	463
Total Direct Hire	202,455	198,090	4,736,638	202,864	204,395	4,943,793	206,114	205,670	5,121,322	212,426
Foreign National Separation Allowance Included Above			(8,170)			(12,773)			(13,689)	

EXHIBIT PB-31C
February 1, 1984

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Figure 6.5.3. Direct Hire Civilian Employment

INDIRECT HIRE CIVILIAN EMPLOYMENT
OPERATIONS AND MAINTENANCE, ARMY
(Dollars in Thousands, Strengths in Whole Numbers)

Budget Activity	FY 1983 Actual		FY 1984 Estimate		FY 1985 Estimate		FY 1986 Estimate	
	Average	End	Average	End	Average	End	Average	End
	Strength	Strength \$(000)	Strength	Strength \$(000)	Strength	Strength \$(000)	Strength	Strength
General Purpose Forces	44,649	45,150	610,924	43,474	44,156	752,093	43,537	45,442
Intelligence & Communications	1,955	1,939	29,186	1,903	1,937	37,090	1,914	1,938
Central Supply & Maintenance	6,115	7,441	100,849	7,468	7,549	139,330	7,609	7,713
Training, Medical and Other Personnel Activities	2,314	2,308	34,319	2,339	2,352	44,373	2,377	2,401
Administration & Associated Activities	188	190	3,748	195	200	4,942	195	200
Support to Other Nations	-	-	22	-	-	-	-	-
Total Indirect Hire	55,221	57,028	779,048	55,379	56,194	977,828	55,632	57,694
Foreign National Separation Allowance Included Above			(6,948)			(31,130)		
								57,478
								1,002,712
								58,947
								(38,087)

EXHIBIT PB-31C
February 1, 1984

1-11

Figure 6.5.4. Indirect Hire Civilian Employment

DIRECT HIRE
OTHER PERSONNEL COMPENSATION
OPERATIONS AND MAINTENANCE, ARMY
(Dollars in Thousands)

	<u>FY 83</u> <u>Actual</u>	<u>FY 84</u> <u>Estimate</u>	<u>FY 85</u> <u>Estimate</u>
Overtime and holiday pay.....	86,850	72,983	75,232
Sunday, night, and hazardous differentials.....	17,246	17,935	18,475
Post differential.....	1,344	2,005	2,065
Premium pay (include firefighters).....	30,836	32,070	33,030
TOTAL.....	136,276	124,993	128,802

EXHIBIT PB-31C
February 1, 1984

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Figure 6.5.5. Direct Hire, Other Personnel Compensation

COVER SHEET			
OFFICE SYMBOL	DATE	CONTROL NUMBER	
SUBJECT Data for the Schedules on Detail of Permanent Positions - Budget Estimates, FY 1986, RCS CSCOA-74			
() COORDINATION/APPROVAL OF ACTION		() MICROFICHE ONLY	
KEYWORDS (First word from OCA keyword list; maximum 32 letters each key word)			
1.	2.	3.	
MEMORANDUM FOR RECORD (Describe briefly the origin of action, background, discussion, and recommended action).			
<p>1. OMB Circular A-11, subject: Preparation and Submission of Budget Estimates (Section 35 - Schedule on Detail of Permanent Positions) requires subject schedule for inclusion in the President's Budget each year.</p> <p>2. Current data as required by OMB Circular A-11 (by grade and appropriation) are not available at HQDA. In this regard, this office had several test runs made during the past three years to determine whether such data could be obtained from TAADS and CIVPERSINS, specifically using DARCOM as the test command since it is the largest employer of civilians within the Army. Working in conjunction with DCSPER (DAPE-CPP) and DARCOM (DCSRM and CPO) it was determined that the data base by appropriation (TAADS and CIVPERSINS) was not valid and could not be used to prepare these schedules. Since HQDA must present and defend budget estimates by appropriation it is absolutely necessary that the most current and valid data be used to present to Congress. Currently DCSPER is working on obtaining this data within the FORECAST System which is under development now.</p> <p>3. This requirement for data has been included in the FORECAST Automated Data Base System Design. Upon successful implementation of FORECAST this field requirement will be eliminated. At this time we do not have an estimated completion date.</p> <p>4. This report is a joint Comptroller/Civilian Personnel effort and is closely coordinated at HQDA level by DACA (Budget) and DAPE (Civilian Personnel).</p> <p>5. Request approval, signatures and forwarding to TAG for publication and distribution.</p>			
(continue on reverse side)			
COORDINATIONS (Additional on reverse side)			
OFFICE	NAME	PHONE	DATE
DAPE-CPP	Mr. Roberts (20612)	71822	19 Sep 84
DACA-BUF	Mr. Redman	76241	19 Sep 84
APPROVALS			
INITIALS	DATE	INITIALS	DATE
DIV-OMP		AXO	XO
DIR-OM	19 Sep 84	COA	DCOA
ACTION OFFICER (Name, grade, phone, signature)		FICHE NUMBER	DISPATCH DATE
Mrs. Jean S. Rogers/77669			
OCA FORM 9, 12 Feb 82		REGRADED	WHEN
		SEPARATED FROM CLASSIFIED DOCUMENT	

Figure 6.5.6. Detail of Permanent Positions Letter

DISPOSITION FORM

For use of this form, see AR 340-15 the proponent agency is TAGO.

REFERENCE OR OFFICE SYMBOL DACA-OMP	SUBJECT Request for Authentication and Distribution of Multiple - Address HQDA Letter
--	---

TO DAAG-PAP-A	FROM DACA-OM	DATE 20 SEP 1984	CMT 1
		Mrs. Rogers/cet/77669	

1. Request the inclosed letter be signed and dispatched to addressees indicated.
2. Desired distribution date: Not Later Than 30 September 1984.
3. Copy requirement: As shown in DA Memo 340-16.
4. Expiration Date: 30 June 1985.
5. Coordination: DCSPER (DAPE-CPP) Mr. Roberts, X71822.

FOR THE COMPTROLLER OF THE ARMY:

Encl
as

C. A. Olson
CHARLES E. WILLIAMS
Brigadier General, GS
Director of Operation
and Maintenance, Army

for

C. A. Olson
Deputy Director of Operation
and Maintenance, Army

DA FORM 2496
AUG 80

PREVIOUS EDITIONS WILL BE USED

Figure 6.5.6 (Cont.). Detail of Permanent Positions Letter

For use of this form, see AR 310-1; the proponent agency is The Adjutant General's Office.

REQUEST FOR APPROVAL OF FORM										Use reverse side for continuation of items continuing past item by number		FUND <input checked="" type="checkbox"/> APPROPRIATED <input type="checkbox"/> NON APPROPRIATED		DATE OF REQUEST							
1. Complete name and address of Form Approving Agency: (Include ZIP Code)										2. FROM: (Originating office and address: (Include ZIP Code)											
DACA-ZXA Pentagon Washington, DC 20310										DACA-OMP Pentagon Washington, DC 20310											
3. FORM TITLE										4. FORM NUMBER AND DATE		5. TYPE OF FORM		6. CLASS OF FORM							
FY 1986 Budget Estimates - Detail of Permanent Positions (RCS: CSCOA 74)																					
7. USE		8. TYPE OF FILE		9. COMPLETED BY		10. SUGGESTED SIZE		11. QUANTITY		12. NO SETS WRITTEN PER PERSON PER DAY (If person not available)		13. NO COPIES PREPARED IN ONE DAY									
FORM	LOCAL REPROD	TEST	TEMP ONE TIME	10-11-12-13-14-15-16-17-18-19-20-21-22-23-24-25-26-27-28-29-30-31-32-33-34-35-36-37-38-39-40-41-42-43-44-45-46-47-48-49-50-51-52-53-54-55-56-57-58-59-60-61-62-63-64-65-66-67-68-69-70-71-72-73-74-75-76-77-78-79-80-81-82-83-84-85-86-87-88-89-90-91-92-93-94-95-96-97-98-99-100-101-102-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134-135-136-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-927-928-929-930-931-932-933-934-935-936-937-938-939-940-941-942-943-944-945-946-947-948-949-950-951-952-953-954-955-956-957-958-959-960-961-962-963-964-965-966-967-968-969-970-971-972-973-974-975-976-977-978-979-980-981-982-983-984-985-986-987-988-989-990-991-992-993-994-995-996-997-998-999-1000	X	X	8 1/2 x 14	ON HAND	MONTHLY USAGE												
12. SUPERSEDED FORMS		13. DESIGNATION AND NUMBER		14. DATES		15. DESTROY		16. USE		17. RELATED FORMS		18. PRESENTING DIRECTIVE									
19. PURPOSES AND FUNCTIONS: (Procedure involved and activities effected. When more than a single copy of a form is required indicate copy distribution and justify necessity for each copy. Include suggested applications for printing and construction of form, if any.)																					
To provide Detail of Permanent Position information to the DA Staff for use in preparing and defending the Army budget to OSD, OMB and Congress.																					
20. CONCURRENCES (Name of official, signature and telephone number of concurring individual)										21. SECURITY CLASSIFICATION		22. TOP SECRET		23. SECRET		24. CONFIDENTIAL		25. WHEN FILLED IN		26. WHEN NOT FILLED IN	
DACA-ZXA Mrs. Mary E. Cushard/50431																					
27. DISTRIBUTION OR DELIVERY INSTRUCTIONS (Include name, address and approximate quantity required per month by each. (Include initial distribution if required.)										28. REPORTS CONTROL				29. COMPTROLLER APPROVAL							
All MACOM										STANDARD NUMBER CSCOA-74				EXPIRATION DATE							
21. NAME AND TELEPHONE NUMBER OF PERSON TO CALL FOR ADDITIONAL INFORMATION										Jean S. Rogers, Extension 77669											
THIS FORM, FOR WHICH REPRODUCTION IS REQUESTED, DOES NOT UNNECESSARILY DUPLICATE EXISTING FORMS AND IS ESSENTIAL TO THE EFFECTIVE, EFFICIENT, AND ECONOMICAL CONDUCT OF OFFICIAL BUSINESS. THE ADDITION OF THE SECOND (and/or additional) COLOR IS IN ACCORDANCE WITH AR 310-3.																					
SIGNATURE OF REQUESTER																					
Mrs. Jean S. Rogers Budget Analyst, GM-14/77669																					
FOR USE OF FORMS APPROVING AGENCY																					
30. OVERALL SIZE		31. FOLDED SIZE		32. BINDING		33. PAPER		34. PRINT		35. COLOR		36. FACE ONLY		37. HEAD TO							
WIDTH-LENGTH	WIDTH-LENGTH	TYPE (Spinal, Reinforced, etc.)	POSITION	COPY NO.	BASIC WEIGHT	TYPE	COLOR	COLOR INK	FACE ONLY	HEAD	FOOT	LEFT SIDE	RIGHT SIDE	HEAD TO							
27. LABELING	28. SHEETS IN SET	29. SETS IN PAB	30. SHEETS IN PAB	31. UNIT OF ISSUE (See sheet, pad, bag, etc.)																	
32. NUMBER	33. NUMBER	34. CTS C	35. CTS C	36. POSITION																	
37. FROM (And including)	38. TO (And including)	39. COLOR INK																			
30. ADDITIONAL SPECIFICATIONS (Type of construction, i.e. photo-print and continuous, marginally punched, letter-master etc. Number and location of copies or full-size reproduction, etc. Paper size, color and arrangement, if machine form, model and make of machine, feeding device, if form is so regulated with a related form include form number and top and left marginal dimensions)																					
31. DELIVERY		32. DATE		33. QUANTITY		34. FUNCTIONAL CODE		35. FORMS REGISTER NUMBER		36. FORMS APPROVING AGENCY		37. Signature and Date									
PARTIAL																					
COMPLETED																					
38. FOR USE OF REPRODUCTION UNIT		39. DATE RECEIVED		40. JOB NUMBER		41. APPROVED															

DA FORM 1167

REPLACES ED 100 OF 1 AUG 50 WHICH WILL BE USED UNTIL EXHAUSTED

GPO : 1950 O - 565-5

Figure 6.5.6 (Cont.). Detail of Permanent Positions Letter

APPLICATION FOR APPROVAL OF MANAGEMENT INFORMATION REQUIREMENT			
For use of this form, see AR 335-15; the proponent agency is TAGO.			
1. THRU (Include Zip Code) DACA-ZXA	2. TO (Include Zip Code) DAAG-OP	3. FROM (Include Zip Code) DACA-OMP	
4. SUBJECT (Proposed title of Information Requirement) Data for the Schedule on Detail of Permanent Positions-- Budget Estimates - FY1986		5. DATE (YYMMDD) 840930	
		6. ACTION OFFICER (Name and telephone number) Mrs. Rogers/79683	
7. PRESCRIBING DIRECTIVE (AR, letter, message, etc.) OMB Circular A-11, 29 June 1984			
8. TYPE OF REQUEST <input type="checkbox"/> NEW <input type="checkbox"/> EXTENSION <input checked="" type="checkbox"/> REVISED	9. FREQUENCY OF SUBMISSION Once a year	10. ESTIMATED DURATION OF REQUIREMENT	11. SUBMISSION DATE (YYMMDD)
12. FORM NUMBER	13. MINIMIZE	14. MOBILIZATION STATUS	15. SECURITY CLASSIFICATION Unclassified
16. JUSTIFICATION OF NEED FOR INFORMATION REQUIREMENT			
<p>A. STATE NEED FOR REQUESTED DATA</p> <p>1. OMB Circular A-11, subj: Preparation and Submission of Budget Estimates (Sec 35-Schedule on Detail of Perm Positions) requires subject schedule for inclusion in the President's Budget each year.</p> <p>2. Current data as required by OMB Circular A-11 (by grade and appropriation) are not available at HQDA. In this regard, this office had several test runs made during the past 3 years to determine whether such data could be obtained from TAADS & CIVPERSINS, specifically using DARCOM as the test command since it is the largest employer of civilians within the Army. Working in conjunction with DCSPER (DAPE-CPP & DARCOM (DCSRM & CPO) it was determined that the data base by appropriation (TAADS & CIVPERSINS) was not valid and could not be used to prepare these schedules. Since HQDA must present & defend budget estimates by appropriation it is absolutely necessary that the most current & valid data be used to present to Congress.</p>			
<p>B. ACTION TO BE TAKEN ON DATA (Could this be delegated to preparing agencies in item 24)</p> <p>1. This requirement for data has been included in the FORECAST automated data base system design. Upon successful implementation of the FORECAST, this field reporting requirement will be eliminated.</p> <p>2. This report is a joint Comptroller/Civilian Personnel effort and is closely coordinated at HQDA level by DACA (Budget) and DAPE (Civilian Personnel). It could not be delegated for this reason.</p>			

DA FORM 335-R, DEC 82

EDITION OF 1 OCT 76 IS OBSOLETE.

Figure 2-1. Application for Approval of Management Information Requirement (DA Form 335-R).

Figure 6.5.6 (Cont.). Detail of Permanent Positions Letter



DEPARTMENT OF THE ARMY
OFFICE OF THE ADJUTANT GENERAL
WASHINGTON, D.C. 20314

REPLY TO
ATTENTION OF

SUBJECT: Data for the Schedule on Detail of Permanent Positions - Budget
Estimates, FY 1986, RCS CSCOA-74

SEE DISTRIBUTION

1. References:

- a. Office of Management and Budget Circular A-11, 2 July 1984, subject: "Preparation and Submission of Budget Estimates" (Section 61).
- b. Civilian Personnel Regulation 292, Appendix B. Civilian Personnel Employment Report (RCS CSGPA-969).
- c. Chapter 4, DA Program and Budget Guidance, providing manpower guidance. (Advance copy is scheduled to be forwarded in mid October 1984.)
- d. AR 680-330, Personnel Information Systems, Reporting Requirements Under the Civilian Personnel Information System - Model I (CIVPERSINS-I) RCS CSGPA-1103, Appendix A.
- e. Office of Personnel Management, Federal Personnel Manual Bulletin No. 312-8, 27 July 1984, subject: Improved Position Management of GS/GM 11-15 Positions.

2. Purpose and Coverage.

- a. These instructions provide guidance for the preparation of information required by HQDA for preparation of Exhibit 61 - Detail of Permanent Positions (OMB Cir A-11).
- b. The data will cover the following DA appropriations:
 - (1) Operation and Maintenance, Army (2020)
 - (2) Operation and Maintenance, Army National Guard (2065)
 - (3) Operation and Maintenance, Army Reserve (2080)

Figure 6.5.6 (Cont.). Detail of Permanent Positions Letter

SUBJECT: Data for the Schedule on Detail of Permanent Positions - Budget Estimates, FY 1986, RCS CSCOA-74

- (4) National Board for the Promotion of Rifle Practice (1705)
- (5) Research, Development, Test and Evaluation, Army (2040)
- (6) Military Construction, Army (2050)
- (7) Military Construction, Army Reserve (2086)
- (8) Army Industrial Fund (4992)
- (9) Military Family Housing (0700)
- (10) Military Assistance Program (1080)

3. Guidance.

a. Because civilian personnel data is thoroughly reviewed by The Office, Secretary of Defense, The Office of Management and Budget, and Congress, it is imperative that the DA present personnel estimates that are sound and completely justified. To this end, it is of the utmost importance that all data and estimates be prepared in conjunction with your servicing Civilian Personnel Office and other responsible operating and staff elements to ensure their accuracy and validity.

b. The civilian personnel data for the FY 1984 actual column will reflect the number of permanent positions actually filled as of 30 September 1984 and will be consistent with the data reported in CIVPERSINS. FY 1985 and FY 1986 estimates will be developed in relationship to the FY 1983 actual data based on civilian personnel strengths stated in reference 1c, unless program revisions are received in the interim. In the event advanced copy of October 1984 PBG is not received, use May PBG in lieu thereof.

c. Attention is directed to the requirement for average grade computations. If the schedules required to be submitted by this report should reflect any increase in average grades, a detailed narrative justification for the increase will be submitted along with appropriate schedules. If detailed justification is not received or does not adequately explain increases, commands will be held to their FY 84 actual level. The Office of Personnel Management will be monitoring two factors involving average grade of the work force in conjunction with the OMB/OPM initiative to reduce the number of GS/GM 11-15 employees through improved position management.

4. Responsibilities. General Operating Agencies are responsible for consolidating data of installations, activities and agencies under their functional control and for submitting reports prescribed herein.

5. Submission Instructions.

a. Inclosure 1 contains complete details for the preparation of the Schedule on Detail of Permanent Positions.

Figure 6.5.6 (Cont.). Detail of Permanent Positions Letter

SUBJECT: Data for the Schedule on Detail of Permanent Positions - Budget
Estimates, FY 1986, RCS CSCOA-74

b. Format for Schedule on Detail of Permanent Positions (DA Form -R
(OT)) is attached as Inclosure 2. DA Form -R (OT) will be reproduced
locally on 8-1/2 by 14 inch paper.

c. Request notification of POC responsible for preparation of Schedule on
Detail of Permanent Positions be provided to DACA-OMP, Mrs. Margie Huffman, AV
225-4386 or 225-7096 by 30 September 1984.

d. Required data will be submitted to the Comptroller of the Army, ATTN:
DACA-OMP on or before 5 November 1984.

BY ORDER OF THE SECRETARY OF THE ARMY:

2 Incl
as

DISTRIBUTION:

Office, Secretary of the Army (SAMO)

HQDA (DAAG-RM)

HQDA (DACS-DMS)

HQDA (DAEN-RMZ)

HQDA (DAMI-RMB)

HQDA (DASG-RMZ)

HQDA (NGB-ARC)

COMMANDER-IN-CHIEF

US ARMY EUROPE AND SEVENTH ARMY (DCSRM)

US EUROPEAN COMMAND (COMPTROLLER)

COMMANDERS

US ARMY MATERIEL DEVELOPMENT AND READINESS COMMAND (COMPTROLLER)

US ARMY INTELLIGENCE AND SECURITY COMMAND (DCSRM)

US ARMY INFORMATION SYSTEMS COMMAND (COMPTROLLER)

MILITARY TRAFFIC MANAGEMENT COMMAND (COMPTROLLER)

US ARMY MILITARY DISTRICT OF WASHINGTON (DCSRM)

US ARMY CRIMINAL INVESTIGATION COMMAND (DCSRM)

US ARMY HEALTH SERVICES COMMAND (COMPTROLLER)

US ARMY FORCES COMMAND (COMPTROLLER)

US ARMY TRAINING AND DOCTRINE COMMAND (DCSRM)

US ARMY WESTERN COMMAND (COMPTROLLER)

US ARMY, JAPAN (COMPTROLLER)

EIGHTH US ARMY (COMPTROLLER)

US ARMY COMPUTER SYSTEMS COMMAND (COMPTROLLER)

US ARMY FINANCE AND ACCOUNTING CENTER (COMPTROLLER)

US ARMY RECRUITING COMMAND (DCSRM)

US ARMY BALLISTIC MISSILE DEFENSE SYSTEMS COMMAND (COMPTROLLER)

Figure 6.5.6 (Cont.). Detail of Permanent Positions Letter

SUBJECT: Data for the Schedule on Detail of Permanent Positions - Budget
Estimates, FY 1986, RCS CSCOA-74

US ARMY MILITARY ENLISTMENT PROCESSING COMMAND (COMPTROLLER)
US TROOP SUPPORT AGENCY (COMPTROLLER)
PRESIDENT
NATIONAL DEFENSE UNIVERSITY, US ARMY ELEMENT (COMPTROLLER)
SUPERINTENDENT, US MILITARY ACADEMY (COMPTROLLER)

CF:
HQDA (DACA-OMP)
HQDA (DACA-BUF)
HQDA (DAPE-CPP)
HQDA (DAAR-COB)
HQDA (DAMA-PPR)
HQDA (DAAG-OPI)

Figure 6.5.6 (Cont.). Detail of Permanent Positions Letter

SCHEDULE ON DETAIL OF PERMANENT POSITIONS
FY 1985

1. Permanent positions are defined for purposes of these schedules, as those occupied, or to be occupied, by full-time employees with permanent appointments, including positions established without time limit or for a limited period of a year or more.

2. Schedules on detail of permanent positions will be prepared for each applicable appropriation to cover all permanent positions of an operating agency including reimbursable positions, reimbursable details to other agencies and allocations from other agencies; excluding reimbursable details from other agencies and allocation to other agencies. A separate schedule will be prepared for each appropriation.

3. Format is at Enclosure 2 and following instructions apply:

a. Operating Agency and Code - Self explanatory.

b. Appropriation Title and Code - The appropriation title and four digits of appropriation symbol.

c. Number of Positions - Enter the total number of positions for each Executive level, SES, GM and GS grade. Position totals will cover all authorized permanent positions, as defined in 1 above, as of the end of the fiscal year. See para 3b of cover letter for FY 1983 actual data.

d. Positions established under 5 U.S.C. 3104 (formerly 10 U.S.C. 1581 or P.L. 313) - complete, if applicable.

e. Ungraded - All permanent U.S. Wage Grade and Direct Hire Foreign National positions, as of the end of the fiscal year. See para 3b of cover letter for FY 1983 actual data.

f. Total Permanent Positions - Total of c, d, and e.

g. Unfilled positions, end of year are defined for purposes of these schedules as all permanent positions not filled or estimated not to be filled on the last day of the fiscal year. (This is a MINUS entry on line G.) An estimate of the number of unfilled positions at the end of year should be based on an agency's past experience. The percentage difference between unfilled positions and total permanent positions for the current year and budget year should normally be equal to or less than that of the past year.

h. Total permanent employment, end of year - The difference between f and g above. This entry for FY 84 and FY 85 must agree with guidance provided in reference 1c of cover letter.

i. The average GS/GM grade will be computed from the positions listed for GS-1 through GS-15 and GM-13 through GM-15. The average grade will be computed to two decimal places by (a) multiplying each grade number by the number of positions in the grade; (b) totaling the results so obtained, and (c) dividing the total by the number of positions involved.

Enclosure 1

Figure 6.5.6 (Cont.). Detail of Permanent Positions Letter

FY 1986 Budget Estimates - Detail of Permanent Positions
(RCS: CSCQA-74)

A. Operating Agency Code _____
B. Appropriation Title and Code _____

	Number of Positions		
	1984 Actual	1985 Estimate	1986 Estimate
C. Executive level I	_____	_____	_____
Executive level II	_____	_____	_____
Executive level III	_____	_____	_____
Executive level IV	_____	_____	_____
Executive level V	_____	_____	_____
Subtotal	_____	_____	_____
ES-6	_____	_____	_____
ES-5	_____	_____	_____
ES-4	_____	_____	_____
ES-3	_____	_____	_____
ES-2	_____	_____	_____
ES-1	_____	_____	_____
Subtotal	_____	_____	_____
GS-18	_____	_____	_____
GS-17	_____	_____	_____
GS-16	_____	_____	_____
GM-15	_____	_____	_____
GM-14	_____	_____	_____
GM-13	_____	_____	_____
GS-13	_____	_____	_____
GS-14	_____	_____	_____
GS-13	_____	_____	_____
GS-12	_____	_____	_____
GS-11	_____	_____	_____
GS-10	_____	_____	_____
GS- 9	_____	_____	_____
GS- 8	_____	_____	_____
GS- 7	_____	_____	_____
GS- 6	_____	_____	_____
GS- 5	_____	_____	_____
GS- 4	_____	_____	_____
GS- 3	_____	_____	_____
GS- 2	_____	_____	_____
GS- 1	_____	_____	_____
Subtotal	_____	_____	_____
D. Grades established by the Secretary of Defense (5 U.S.C. 3104): Scientific and Professional	_____	_____	_____
E. Ungraded	_____	_____	_____
F. Total permanent positions	_____	_____	_____
G. Unfilled positions, end of year	_____	_____	_____
H. Total permanent employment, end of year ...	_____	_____	_____
I. Average GS grade	_____	_____	_____

Figure 6.5.6 (Cont.). Detail of Permanent Positions Letter

AEAGF-AMM (1 Oct 83) 1st Ind

Mr Kohler/jh/8527

SUBJECT: Data for the Schedule on Detail of Permanent Positions - Budget
Estimates, FY 1985, RCS CSCOA-74

Deputy Chief of Staff, Resource Management, Headquarters, United States Army,
Europe, and Seventh Army, APO New York 09403 11 4 NOV 1983

TO: Headquarters, Department of the Army, ATTN: DACA-OMP,
Washington, DC 20310

1. Attached at Incl 1 and 2 is data requested by basic correspondence. Data was developed based on FY 83 actual strength data and FY 84 and 85 authorized strength from the October 83 PBG.
2. The information you requested on actual strength is readily available on an Army-wide basis from the HQDA Civilian Personnel Center (CIVPERCEN). CIVPERCEN maintains the official Department of the Army civilian strength data in their automated Civilian Personnel Management Information System (CIVPERSINS). Therefore, next year we plan to only provide you with estimates for the subsequent years.
3. POC for this action is Mr. John Kohler, ODCSRM, HDG MIL (2121-) or AVN (370-)8527 and Mr. Donald Dixon, ODCSPER, HDG MIL (2121-) or AVN (370-)8781.

FOR THE DEPUTY CHIEF OF STAFF, RESOURCE MANAGEMENT:

2 Incl
as



JOSEPH W. KUPPICH, JR.
Colonel, GS
Chief, Manpower & Force
Analysis Division

Figure 6.5.7. OPAGY Response, Detail of Permanent Positions

A. Operating Agency Code 989 USAREUR

B. Appropriation Title and Code 2020 OMA

	Number of Positions		
	1983 Actual	1984 Estimate	1985 Estimate
C. Executive level I			
Executive level II			
Executive level III			
Executive level IV			
Executive level V			
Subtotal			
ES-6			
ES-5			
ES-4	1	3	4
ES-3			
ES-2			
ES-1			
Subtotal	1	3	4
GS-18			
GS-17			
GS-16			
GS-15	19	22	22
GS-14	86	96	96
GS-13	353	383	383
GS-12			
GS-11	1050	1152	1152
GS-10	933	1000	1125
GS-9	75	83	86
GS-8	1020	1159	1211
GS-7	90	89	104
GS-6	726	820	849
GS-5	504	566	587
GS-4	1772	1990	2062
GS-3	2618	2863	3058
GS-2	1698	1907	1951
GS-1	311	311	316
Subtotal	11286	***12672	***13129
D. Grades established by the Secretary of Defense (5 U.S.C. 3104): Scientific and Professional			
E. Ungraded	4849	4844	4888
F. Total permanent positions	*16136	***17519	***18021
G. Unfilled positions, end of year	** 0	0	0
H. Total permanent employment, end of year ...	*16136	***17519	***18021
I. Average GS grade	6.47	6.47	6.47

DA FORM 5255-R (OT) Oct 83

* Does not include 787 permanent part-time employees.

** HQ, USAREUR was 183 direct hire over-strength end FY 1983.

*** Includes fractional equivalency for part-time permanent employees.

Encl 1

Figure 6.5.7 (Cont.). OPAGY Response, Detail of Permanent Positions

A. Operating Agency Code 89

B. Appropriation Title and Code 0700 FHA 1910

	Number of Positions		
	1983 Actual	1984 Estimate	1985 Estimate
C. Executive level I			
Executive level II			
Executive level III			
Executive level IV			
Executive level V			
Subtotal			
ES-6			
ES-5			
ES-4			
ES-3			
ES-2			
ES-1			
Subtotal			
GS-18			
GS-17			
GS-16			
GS-15			
GS-14			
GS-13			
GS-12			
GS-11			
GS-10			
GS- 9			
GS- 8			
GS- 7			
GS- 6			
GS- 5			
GS- 4			
GS- 3			
GS- 2			
GS- 1			
Subtotal	161	172	217
D. Grades established by the Secretary of Defense (5 U.S.C. 3104): Scientific and Professional			
E. Ungraded	53	54	54
F. Total permanent positions	* 214	226	271
G. Unfilled positions, end of year	** 0	0	0
H. Total permanent employment, end of year ...	* 214	226	271
I. Average GS grade	5.65	5.79	5.71

DA FORM 5235 R (OT), Oct 83

* Does not include 1 permanent part-time employee.

** HQ, USAREUR was overstrength end FY 1983.

Encl 2

Figure 6.5.7 (Cont.). OPAGY Response, Detail of Permanent Positions

REPORT DATE 12/11/83

DETAIL OF PERMANENT POSITIONS - SUMMARY BY FY, APPROPRIATION
AND COMMAND

PAGE /

FY	APPROPRIATION	COMMAND	TOTAL	TOTALS	TOTALCSM	SCIE-PRO	UNGRADED	FILLED	UNFILLED	TOTALPER
83	OMA	ACSI		10	26		607	26	2	24
83	OMA	COE		34	1980			2597		2597
83	OMA	CSA		42	1631		1	1666	85	1581
83	OMA	DARCOM		2	29748		653	30443		30443
83	OMA	FORSCOM			16293		8102	24397	300	24097
83	OMA	INSCOM			1575	1	132	1708	47	1661
83	OMA	MLPCOM			1267		21	1288	16	1272
83	OMA	MTMC			39		83	122	5	117
83	OMA	NDU		3	230		11	244	10	234
83	OMA	SA		41	978		125	1149	75	1074
83	OMA	TAG		7	8813		269	9095	300	8795
83	OMA	TRADOC		7	24526	6	9233	33767	785	32982
83	OMA	ISA			2643	1	2654	5297	49	5248
83	OMA	ISG		11	679		80	770	23	747
83	OMA	USACC		3	5977		1609	7589	1	7588
83	OMA	USACIDC			375		66	441	35	406
83	OMA	USACSC		1	1472		11	1484	31	1453
83	OMA	USAFAC		11	3564		57	3632	108	3524
83	OMA	USAHSC			18932		4628	23560	50	23560
83	OMA	USAMDW			1118		286	1404	1354	1354
83	OMA	USARLC			1120		13	1133	5	1128
83	OMA	USAREIGHT			906		9045	9951		9951
83	OMA	USAREUR		1	11286		4849	16136		16136
83	OMA	USARJ			398		41	439		439
83	OMA	USEUCOM			156		13	169	10	159
83	OMA	USMA			1127		993	2120	27	2093
83	OMA	WESTCOM			1256		844	2100		2100
APPROPRIATION TOTAL			5	173	138115	8	44426	182727	1964	180763

Figure 6.5.8. Detail of Permanent Positions

DEPARTMENT OF THE ARMY
PRESIDENTIAL BUDGET FY 85
ANALYSIS OF CIVILIAN PERSONNEL COSTS
(DOLLARS IN THOUSANDS)

	END STRENGTH TOTAL	FULL TIME PERM	MAN- YEARS	FY 1983		OVERTIME + HOLIDAY PAY OC 110	TOTAL CO-PAYMENT OC 110	BENEFITS OC 120	TOTAL COMPENSATION + BENEFITS OC 120
				BASIC COMPENSATION OC 110	02/06/84				
TOTAL MILITARY FUNCTION									
1. DIRECT HIRE									
A. U.S. EMPLOYEES									
(1) SENIOR EXECUTIVE	240	310	308	10597	11	10608	1812	20420	66,298
(2) GENERAL MERIT PAY	9343	11209	11145	403594	2039	405633	57250	542671	48,263
(3) GENERAL SCHEDULE	210823	215846	210353	4709749	114370	4824119	590682	5414801	24,758
(4) WAGE BOARD	85310	89365	91147	1945636	80417	2026053	236339	2264594	24,045
(5) SUBTOTAL U.S.	305724	316730	321056	7157776	196637	7354415	608071	8242606	178251
B. FOREIGN NATIONALS	15462	15506	15906	145083	3836	149724	28527	11207	9420937
C. TOTAL DIRECT HIRE	321186	332236	336960	7303666	200673	7504339	916598	20879	7,013
D. DISADVANTAGED EMPL.	2519	2235	2977	16430	731	16211	1668	0	798900
2. INDIRECT HIRE	57259	58624	56809	798900	0	798900	0	14,062	44418
3. BENEFITS FOR FORMER EMPL.	0	0	0	0	0	0	0	0	14768
A. FNSA	0	0	0	0	0	0	0	0	29650
B. ALL OTHER (OC 138)	0	0	0	0	0	0	0	0	9205134
4. TOTAL CIVILIAN PERSONNEL	308964	393095	396746	8121046	201404	8322450	918266	0	0

OPERATION & MAINT ARMY

A. U.S. EMPLOYEES

(1) SENIOR EXECUTIVE	147	170	174	11491	0	11491	1096	12587	72,359
(2) GENERAL MERIT PAY	6510	6802	6643	290050	1000	300130	35769	335907	50,565
(3) GENERAL SCHEDULE	135108	138505	139959	45,017	56300	45,101	364904	23,421	3778025
(4) WAGE BOARD	36576	37900	39520	2059413	26068	20,614	0,127	93398	23,460
(5) SUBTOTAL U.S.	178349	183457	186296	806495	63454	812763	0,115	495167	4552000
B. FOREIGN NATIONALS	14724	14633	15073	135000	3334	138334	27592	166006	11,013
C. TOTAL DIRECT HIRE	193073	198090	201369	4109329	66798	4196127	522759	4718106	9582
D. DISADVANTAGED EMPL.	1232	1242	1006	8,129	52	8,177	0,079	772100	0
2. INDIRECT HIRE	55722	57028	55221	772100	0	772100	0	13,901	43552
3. BENEFITS FOR FORMER EMPL.	0	0	0	13,901	0	13,901	0,000	0	14768
A. FNSA	0	0	0	0	0	0	0	0	28734
B. ALL OTHER (OC 138)	0	0	0	0	0	0	0	0	5544120
4. TOTAL CIVILIAN PERSONNEL	250027	256369	257676	4690750	66850	4677100	523460	0	0

Figure 6.5.9. OP-8 Report

DEPARTMENT OF THE ARMY
PRESIDENT'S BUDGET FY AS
ANALYSIS OF CIVILIAN PERSONNEL COSTS
(DOLLARS IN THOUSANDS)

02/06/84

	FY 1983			FY 1984			FY 1985		
	BASIC	MAN YEARS OVERTIME /HOLIDAY	TOTAL	BASIC	MAN YEARS OVERTIME /HOLIDAY	TOTAL	BASIC	MAN YEARS OVERTIME /HOLIDAY	TOTAL
TOTAL MILITARY FUNCTION									
1. DIRECT HIRE									
A. U.S. EMPLOYEES	308	0	308	360	0	360	364	0	364
(1) SENIOR EXECUTIVE	11277	29	11277	11655	13	11668	11661	12	11653
(2) GENERAL MERIT PAY	218353	5090	227443	275047	3909	279056	279074	3921	282995
(3) GENERAL SCHEDULE	91147	3650	94797	80116	2915	83031	87440	2899	90339
(4) WAGE BOARD	321056	8749	329805	325170	6837	332007	330519	6832	337351
(5) SUBTOTAL U.S.	15704	382	16086	15937	257	16194	16066	256	16322
B. FOREIGN NATIONALS	336760	9151	345911	341115	7094	348209	346505	7088	355293
C. TOTAL DIRECT HIRE	2977	630	3607	0	0	0	0	0	0
D. DISADVANTAGED EMPL.	56809	0	56809	57071	0	57071	57305	0	57305
2. INDIRECT HIRE	394746	9781	404527	394184	7094	401278	403490	7088	410578
3. TOTAL CIVILIAN PERSONNEL									

OPERATION & MAINT ARMY									
1. DIRECT HIRE									
A. U.S. EMPLOYEES	174	0	174	206	0	206	206	0	206
(1) SENIOR EXECUTIVE	6653	11	6653	6579	0	6579	6576	0	6576
(2) GENERAL MERIT PAY	139959	2691	142650	146074	2730	148804	148723	2260	151063
(3) GENERAL SCHEDULE	39520	1159	40679	35013	866	35879	37454	877	38351
(4) WAGE BOARD	186296	3063	190159	187772	3104	190876	190709	3145	193924
(5) SUBTOTAL U.S.	15073	346	15419	15972	242	16214	15705	240	15954
B. FOREIGN NATIONALS	201369	4209	205578	202464	3346	205810	206114	3305	209419
C. TOTAL DIRECT HIRE	1084	1	1085	0	0	0	0	0	0
D. DISADVANTAGED EMPL.	55221	0	55221	55379	0	55379	55632	0	55632
2. INDIRECT HIRE	257676	4210	261886	258243	3346	261589	261746	3385	265131
3. TOTAL CIVILIAN PERSONNEL									

PROGRAM 1 OMA									
1. DIRECT HIRE									
A. U.S. EMPLOYEES	0	0	0	0	0	0	0	0	0
(1) SENIOR EXECUTIVE	0	0	0	0	0	0	0	0	0
(2) GENERAL MERIT PAY	0	0	0	0	0	0	0	0	0
(3) GENERAL SCHEDULE	0	0	0	0	0	0	0	0	0
(4) WAGE BOARD	0	0	0	0	0	0	0	0	0
(5) SUBTOTAL U.S.	0	0	0	0	0	0	0	0	0
B. FOREIGN NATIONALS	0	0	0	0	0	0	0	0	0
C. TOTAL DIRECT HIRE	0	0	0	0	0	0	0	0	0
D. DISADVANTAGED EMPL.	0	0	0	0	0	0	0	0	0
2. INDIRECT HIRE	0	0	0	0	0	0	0	0	0
3. TOTAL CIVILIAN PERSONNEL									

EXHIBIT OP-8A.

Figure 6.5.10. OP-8A Report

DEPARTMENT OF THE ARMY
PRESIDENT'S BUDGET FY 85
FOREIGN NATIONAL PERSONNEL
FY 1983

DATE RUN: 02/06/84
TOTAL
COMPENSATION
+ BENEFITS

SEVERANCE
PAY

COMPENSATION

MAN-
YEARS

END
STRENGTH

BEGIN
STRENGTH

TOTAL MILITARY FUNCTION

1. DIRECT HIRE
CLASSIFIED PANAMANIAN
MAGE BOARD PANAMANIAN
KOREANS
ITALIANS
OTHER DIRECT HIRE
OTHER ON PD BY DM
2. INDIRECT HIRE
GERMAN NATIONAL
JAPANESE
OTHER INDIRECT HIRE
KOREAN SERVICE CORPS

OPERATION & MAINT ARMY

1. DIRECT HIRE
CLASSIFIED PANAMANIAN
MAGE BOARD PANAMANIAN
KOREANS
ITALIANS
OTHER DIRECT HIRE
OTHER ON PD BY DM
2. INDIRECT HIRE
GERMAN NATIONAL
JAPANESE
OTHER INDIRECT HIRE
KOREAN SERVICE CORPS

PROGRAM 2

1. DIRECT HIRE
CLASSIFIED PANAMANIAN
MAGE BOARD PANAMANIAN
KOREANS
ITALIANS

15462	15506	15904	178251	8170	186421
1306	1383	1472	25799	0	25799
1716	1841	1717	24945	0	24945
10439	10513	10776	97596	7820	105216
1001	1041	1037	15791	277	16068
996	770	902	14320	73	14393
4	158	(127)	(1269)	(0)	(1269)
57259	58674	56809	798900	6948	805848
49618	49827	49186	716685	0	716685
3472	3501	3610	47335	5087	52422
892	2473	800	13930	0	13930
3257	3223	3213	20950	1861	22811

14724	14633	15073	168006	8170	174176
1235	1312	1398	24145	0	24145
1713	1614	1670	24941	0	24941
10109	10244	10381	97470	7820	106690
974	1011	1008	15271	277	15548
609	448	626	9279	73	9352
4	4	(0)	(0)	(0)	(0)
55722	57028	55221	772100	6948	779048
48254	48016	47912	693352	0	693352
3172	3356	3433	46592	5087	48679
839	2433	763	13106	0	13306
3257	3223	3213	20950	1861	22811

11805	11755	12026	123415	6632	130447
622	667	743	11062	0	11062
1339	1260	1345	20254	0	20254
8827	8352	8966	77015	6477	83692
714	750	736	11215	82	11297

EXHIBIT OP-10

Figure 6.5.11. OP-10 Report

WORK SHEET

PERSONNEL SUMMARY

 , ARMY
(APPROPRIATION)

<u>LINE</u>	<u>COLUMN</u>	<u>(A)</u> FY 19PY <u>Actual</u>	<u>(B)</u> FY 19CY <u>Estimate</u>	<u>(C)</u> FY 19BY <u>Estimate</u>
(1)	Total number of permanent positions			
(2)	Total compensable work years			
	a. Fulltime equivalent of other positions			
	b. Full-time equivalent of overtime and holiday hours			
(3)	Average ES salary			
(4)	Average GS grade			
(5)	Average GS salary			
(6)	Average salary of ungraded positions			

Figure 6.5.12. Personnel Summary Work Sheet

7/23/84

C B S
FULL TIME PERMANENT WORK YEAR REPORT
DIRECT HIRE ONLY
FISCAL YEAR 1984

PAGE

2

	APCAT	PROGM	SBPGM	BGSTR	EDSTR	BELN FPIRM	FPERM	MYEAR	LAG	FTPMY
08				0	69,538	0	69,356	69,486	1.998	34,670
PROGM TOTAL	0			0	69,538	0	69,356	69,486	1.998	34,670
APCAT TOTAL	0			0	69,538	0	69,356	69,486	1.998	34,670
10				0	340	0	338	337	1.982	169
PROGM TOTAL	0			0	340	0	338	337	1.982	169
APCAT TOTAL	0			0	340	0	338	337	1.982	169
11				0	17	0	17	17	2.000	9
PROGM TOTAL	0			0	17	0	17	17	2.000	9
APCAT TOTAL	0			0	17	0	17	17	2.000	9
12				0	13,661	0	13,395	13,127	1.921	6,698
PROGM TOTAL	0			0	13,661	0	13,395	13,127	1.921	6,698
APCAT TOTAL	0			0	13,661	0	13,395	13,127	1.921	6,698
FYEAR TOTAL	0			0	341,999	0	311,884	339,882	1.987	155,942

Figure 6.5.13. PQ0907 FTP WY Report

WORK SHEET

DIRECT HIRE CIVILIAN EMPLOYMENT
, ARMY
(APPROPRIATION)

LINE	COLUMN	(A) Average Strength	(B) FY 1987 End Strength	(C) \$ (000)	(D) Average Strength	(E) FY 1987 End Strength	(F) \$ (000)	(G) Average Strength	(H) FY 1987 End Strength	(I) FY 1988 End Strength
	Direct Hire Civilians									
(1)	Full Time Permanent									
(2)	Other									
(3)	Total Direct Hire									
(4)	Detail by Budget Activity									
	01 Strategic Forces									
	02 General Purpose Forces									
	03 Intelligence and Communications									
	04 Aircraft/Sealift									
	05 Guard and Reserve Forces									
	06 Research and Development									
	07 Central Supply and Maintenance									
	08 Training, Medical, and Other General Personnel Activities									
	09 Administration and Associated Activities									
	10 Support of Other Nations									
(5)	Total Direct Hire									
(6)	(PN A Included above)									

Figure 6.5.14. Direct Hire Civilian Employment Work Sheet

INDIRECT HIRE CIVILIAN EMPLOYMENT
• ARMY
(APPROPRIATION)

[illegible]

(1) Budget Activity

- 01 Strategic Forces
- 02 General Purpose Forces
- 03 Intelligence and Communications
- 04 Airlift/Sealift
- 05 Guard and Reserve Forces
- 06 Research and Development
- 07 Central Supply and Maintenance
- 08 Training, Medical, and Other (General Personnel Activities)
- 09 Administration and Associated Activities
- 10 Support of other Nations

Total Indirect Hire

(Rehabilitative obligations included above)

Figure 6.5.15. Indirect Hire Civilian Employment Work Sheet

WORK SHEET

DIRECT HIRE
OTHER PERSONNEL COMPENSATION
APPROPRIATION _____
(\$ in Thousands)

<u>COLUMN</u>	<u>A</u>	<u>B</u>	<u>C</u>
	<u>FY 19PY</u> <u>Actual</u>	<u>FY 19CY</u> <u>Estimate</u>	<u>FY 19BY</u> <u>Estimate</u>
<u>LINE</u>			
① Overtime and holiday pay			
② Sunday, night, and hazardous differentials			
③ Post differential			
④ Premium pay (include firefighters)			
⑤ TOTAL			

Figure 6.5.16. Direct Hire, Other Personnel Compensation Work Sheet

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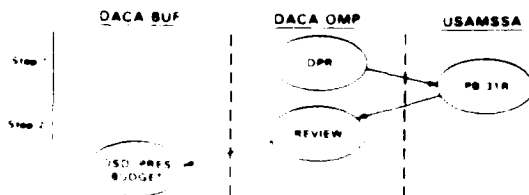
6.6 Budget Exhibit PB-31R (Civilian Personnel Budget Calculations)

The Civilian Personnel Budget Calculations (PB-31R) exhibit provides a summary of civilian personnel costs. The exhibit is produced by USAMSSA based on a DPR prepared by DACA-OMP. The report is a standard COA report, RK5_507, and it is prepared for the OSD and President's budgets.

The entire process is in the flow chart, Figure 6.6.1.

Step 1 Prepare and forward DPR to USAMSSA (Figure 6.6.2).

Step 2 Review PB-31R (Figure 6.6.3) and forward to DACA-BUF for inclusion in OSD/President's budgets.



**ACTION: Budget Exhibit PB-31R
(Civilian Personnel Budget Calculations)**

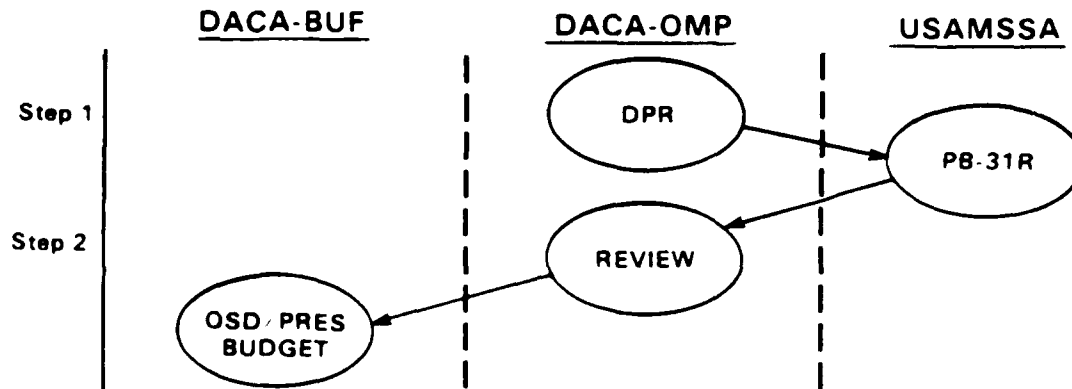
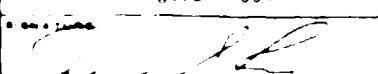



Figure 6.6.1. Budget Exhibit PB-31R (Civilian Personnel Budget Calculations Flow Chart

DATA PROCESSING REQUEST (DPR) <small>For use of this form, see DA MEMO 18-46; the proponent agency is OCSA.</small>		DATE 30 August 1984	REPORTS CONTROL SYMBOL
		REQUEST NUMBER TB-0066-84	PRIORITY
TO: USAMSSA ATTN: Mr. Rink	FROM: DACA-OMP		TYPE OF ACTION <input type="checkbox"/> NEW SYSTEM <input type="checkbox"/> REVISION <input checked="" type="checkbox"/> PRODUCTION
TITLE OF REPORT OR SYSTEM FORDIMS-P/BS			
AUTHOR OF DOCUMENT CSP 11-18			
PURPOSE OF REQUEST Produce PB-31R Budget Exhibit			
FREQUENCY <input checked="" type="checkbox"/> RECURRING <small>Indicate frequency: <u>As required for Budget</u></small> <input type="checkbox"/> ONE TIME		SECURITY DESIGNATION SECRET	
<small>INPUT DESCRIPTION Such as source, format, data input will be available for processing, approximate volume. (Continue on separate sheet of paper if necessary.)</small> FORDIMS-P BS OSD Budget Locked Position for FY 86 Budget Submit.			
<small>SYSTEMS DESCRIPTION Such as internal computations, special instructions. (Continue on separate sheet of paper if necessary.)</small> Produce one copy of PB-31R Budget Exhibit (Civilian Personnel Budget Calculations).			
<small>OUTPUT DESCRIPTION Such as address, per paper, number of copies, date due, date. (Continue on separate sheet of paper if necessary.)</small> 1. OUTPUT: See above 2. CONTACT: Mrs. Rogers 77669 3. DELIVER: Call when ready		PROPOSED COMPLETION DATE 31 August 1984	
REQUESTING AUTHORITY <small>TYPED NAME RANK GRADE TITLE & TELEPHONE NO. EXT.</small> Jean S. Rogers 77669		REQUESTING AGENCY DATA AUTOMATION COORDINATOR <small>TYPED NAME RANK GRADE TITLE & TELEPHONE NO. EXT.</small> RICHARD J. HINTON, COL, GS Chief, ACDA/FAB, Pentagon Office, 50301	
			

DAS FORM 56
1 MAR 1974

REPLACES DA FORM 56, 1 JUN 1970, WHICH IS OBSOLETE

Figure 6.6.2. DPR for PB-31R

UNITED STATES OF AMERICA
OFFICE OF THE SECRETARY, AIR
CIVILIAN PERSONNEL BUDGET CALCULATIONS
BY
(FOOTNOTES TO FIGURES)

	UNIT STRENGTH	PLANT TEAMS	COMPARATIVE TO 11	REQUIREMENTS ON 12	TOTAL COMPARATIVE	AVERAGE COMPARATIVE
SURNAME						
DIRECT HIRE CIVILIANS, UNITED STATES	220,406	221,333	4,926,915	521,362	5,308,337	24,345
CLASSIFIED AND ADMINISTRATIVE	85,318	84,102	1,913,176	207,926	2,162,602	22,931
WAGE BOARD	305,724	315,435	6,876,631	724,208	7,550,949	23,935
TOTAL, UNITED STATES	15,462	15,676	1,913,176	207,926	2,162,602	22,931
FOREIGN NATIONAL, DIRECT	321,106	331,111	6,975,993	724,208	7,550,949	23,935
TOTAL, DIRECT HIRE	57,259	55,493	9,942,908	925,570	10,868,478	47,280
INDIRECT HIRE, FOREIGN						
OPERATION & MAINT ARMY						
DIRECT HIRE CIVILIANS, UNITED STATES	141,773	141,044	2,945,219	374,076	3,269,295	23,179
CLASSIFIED AND ADMINISTRATIVE	36,576	41,015	620,394	81,316	901,710	22,564
WAGE BOARD	178,349	182,059	3,765,613	405,392	4,171,005	22,010
TOTAL, UNITED STATES	14,724	14,908	1,913,176	207,926	2,162,602	22,931
FOREIGN NATIONAL, DIRECT	191,073	197,767	3,506,504	433,766	4,340,270	21,947
TOTAL, DIRECT HIRE	55,722	54,009	9,177,924	925,570	10,103,494	43,127
INDIRECT HIRE, FOREIGN						
O & M ARMY NATIONAL GUARD						
DIRECT HIRE CIVILIANS, UNITED STATES	11,326	11,337	242,337	29,639	271,976	23,001
CLASSIFIED AND ADMINISTRATIVE	11,397	11,104	2,767,856	30,779	2,839,035	25,701
WAGE BOARD	22,913	22,513	496,993	60,418	559,411	24,702
TOTAL, UNITED STATES	0	0	0	0	0	0
FOREIGN NATIONAL, DIRECT	22,963	22,513	496,993	60,418	559,411	24,702
TOTAL, DIRECT HIRE	0	0	0	0	0	0
INDIRECT HIRE, FOREIGN						
OPER & MAINT ARMY RESERVE						
DIRECT HIRE CIVILIANS, UNITED STATES	0,749	0,751	163,702	17,950	181,652	20,750
CLASSIFIED AND ADMINISTRATIVE	3,005	4,152	65,109	9,239	74,348	23,615
WAGE BOARD	12,605	12,933	252,511	27,183	279,694	21,677
TOTAL, UNITED STATES	0	0	0	0	0	0
FOREIGN NATIONAL, DIRECT	12,605	12,933	252,511	27,183	279,694	21,677
TOTAL, DIRECT HIRE	2	2	76	0	78	30,000
INDIRECT HIRE, FOREIGN						

EXHIBIT PB-31R
February 11, 1983

Figure 6.6.3. Budget Exhibit PB-31R Civilian Personnel Budget Calculations

6.7 Budget Exhibit OP-32 (Summary of Price and Program Changes)

6.7.1 General

The OP-32 Budget Exhibit (Summary of Price and Program Changes) provides detailed information on price and program changes in the OMA and other Army appropriations. It is used by OSD and OMB analysts to track program and price growth in a number of areas within various appropriations.

The OP-32 is prepared by DACA-OMP using reports from the Army Standard Finance System (STANFINS), the FORDIMS-P/BS, and the Foreign Currency Fluctuation WANG System, along with guidance from OMB and OSD.

The process begins with the recosting of the CY civilian manpower workforce based on the PY actual experience factors. For example, in 1983 to prepare for the FY 85 budget submission, the budgeted costs for FY 83 were recomputed based on FY 82 actual cost experiences. Recomputed costs for FY 83 will be the start point for the FY 85 budget submission; FY 83 will become the PY instead of the CY. The recosting normally is performed during the POM cycle some time prior to preparing the new BY submission.

The entire process is shown in the flow chart, Figure 6.7.1.

6.7.2 The OP-32 Budget Exhibit

The processing of the OP-32 budget exhibit described herein concerns itself with civilian personnel costs. For clarity of understanding, the portions of the OP-32 pertaining to civilian personnel costs are explained below. The explanation of entries is keyed to the numbers in parentheses following the title of the field on the OP-32 format shown at Figure 6.7.2. As indicated in the heading, entries in the table are in thousands of dollars.

- (1) Fiscal Year (FY) - The year shown will be the year for which the exhibit is prepared. An exhibit is prepared for the CY as well as for the BY. The CY is the FY in which the exhibit is submitted to Congress and the BY is the FY for which the budget is being prepared. For example, for the FY 85 budget submission, FY 84 is the CY and FY 85 is the BY. Likewise, FY 83 is the PY.
- (2) FY - The year entered is the PY, CY or BY, as appropriate to the exhibit being prepared. Figure 6.7.2 shows the FYs for the CY and Figure 6.7.2A shows the FYs for the BY.
- (3) FY Program - For the CY exhibit this column reflects dollar amounts for the PY. These amounts must agree with the dollar amounts as shown in the PY column of the budget being submitted. For the BY exhibit, this column will show CY information and must agree with the far right column (8) of the CY exhibit.
- (4) Foreign Currency Rate Difference - This column shows the difference in budgeted foreign currency exchange rates between the two years reflected in this exhibit. Variances resulting from changes in guidance after budget approval should not be included in this column for items other than 0991. Only items which deal in foreign currency have entries in this column.
- (5) Price Growth Percent - This column reflects, for civilian personnel costs, the rates, or percent, of growth for the items experiencing price growth.

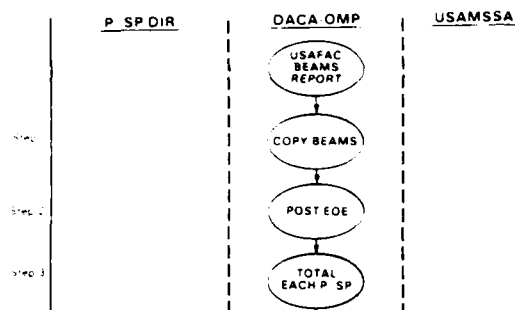
- (6) Price Growth Amount - The amount of price growth for applicable items are shown in this column. The price growth reflected must be consistent with the rate of increase or revised rates, as applicable, that are prescribed by OSD. This column reflects the difference in funds required as a result of price changes (up or down) to perform the same program reflected in the left hand column (3).
- (7) Program Growth - This column reflects the amount of program growth. It is in the type dollars reflected in the right-most column (8), i.e., CY dollars for the CY exhibit and BY dollars for the BY exhibits.
- (8) FY Program - This column shows the approved program for the year designated (current or budget). It reflects all manpower changes approved in the previous budget submission for the CY or the latest POM for the BY, together with any out-of-cycle, COB, or miscellaneous approved manpower changes.
- (9) Civilian Personnel Compensation - These lines identify the categories of civilian personnel costs. The column fields corresponding to these lines will indicate costs associated with each category of civilian personnel costs.
- (10) Total Civilian Personnel Compensation, Total IF Purchases, and Total Other Purchases - The subtotals are recorded on these lines.
- (11) Unfinanced (IF) Pay Raise - This line displays unfinanced Industrial Fund pay raises and reflects information provided through various OSD program/budget documents.

- (12) Industrial Fund Pass Throughs - Industrial Fund pay raise pass throughs or refunds are listed on this line and apply to PY and CY only. This information is developed based on guidance provided through OSD program/budget documents.
- (13) Foreign National Indirect Hire - The amounts for Foreign National Indirect Hire and Separation Liability reflect the costs for these types of civilian employment expenses. Currency changes are shown on these lines in the Foreign Currency Rate column as appropriate.
- (14) Other Contracts - This line contains charges for contractual services not reported in any other line.
- (15) Foreign Currency Variance - Any variances from budgeted foreign currency exchange rates will be reflected on this line. For example, OSD guidance may change the foreign exchange rates based on experience or new information. Since the new rates were not budgeted, the variances from the budget rates are reflected here.

6.7.3 Developing Percentages of Direct and Reimbursable Obligations

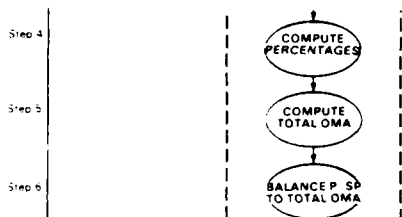
The "percentage data elements" are computed by DACA-OMP from actual elements of expense figures provided on the BEAMS reports from the USAFAC. The "percentage data elements" specify the percentages of total costs that are direct obligations (and, therefore, are budgetable expenses) and percentages that are reimburseable obligations. The percentage values are provided separately for each subprogram and are shown by CTYPE category for each category of civilian personnel cost within each of the three basic types of useage (i.e., MSN, BOS(-), RPMA). These "percentage data elements" are provided manually to USAMSSA for use in preparing appropriation work papers. The relation of CTYPEs to categories is shown in the CTYPE/Category Correlation Table (Part I, Table 7.2).

Step 1 Using the copier, copy from the BEAMS Table #2 each OMA subprogram total for MSN, BOS(-), and RPMA (Figure 6.7.3). This is required since only one copy is provided by USAFAC and more than one action officer at a time can be extracting and posting data.



Step 2 Using the format at Figure 6.7.4 post the EOE totals from the direct and total obligation columns for OMA subprograms by MSN, BOS(-), and RPMA.

Step 3 Total each program both vertically and horizontally to insure they cross balance. This is done for each civilian category type listed on forms at Figure 6.7.4. Examples are shown in Figure 6.7.5.



Step 4 Develop percentages by dividing direct obligations by total obligations. Following are examples from Figure 6.7.5.

<u>DIR OBL</u>		<u>TOT OBL</u>		<u>% DIR OBL</u>
516919	-	532310	=	97.19% Total
163146	-	165163	=	99.06% (MSN)
300881	-	307431	=	97.86% (BOS(-))
52892	-	59716	=	88.58% (RPMA)

Step 5 Complete Step 2 through 4 for total OMA.

Step 6 After all programs have been balanced make sure programs balance to total OMA. Use form at Figure 6.7.6 and list all program totals for each CTYPE. Once deltas have been established use BOS(-) as balancing entry, or the program with the largest disconnect.

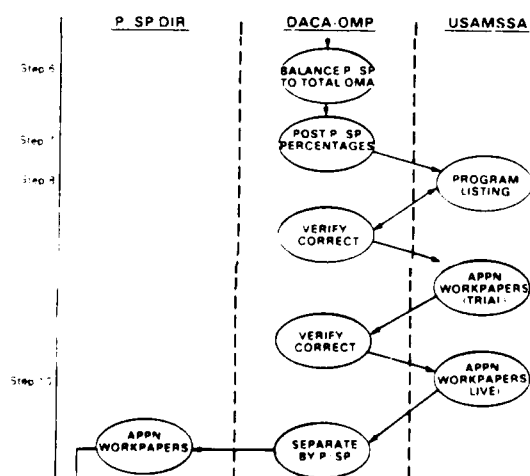
Step 7 Using the format at Figure 6.7.7 post percentages from each program for MSN, BOS(-), and RPMA on separate sheets. An example of a completed percentage data element work sheet is at Figure 6.7.8. Percentages are listed according to CTYPE category 1 through 7 (Part I, Table 7.2). Instructions for posting to each CTYPE are at Figure 6.7.9.

Step 8 Take the completed percentages work sheets (Figure 6.7.7) to USAMSSA for coding. USAMSSA will produce a program listing of Program ID: URLJ4P (Figure 6.7.10) which shows the coded data elements from the work sheets. These must be checked to ensure the CTYPE categories include the appropriate CTYPEs and that the correct percentage data elements were input. After verification/correction of the program listings, they are returned to USAMSSA for preparation of the appropriation work papers.

6.7.4 Appropriation Workpapers

Step 9 Using the automated program ID: URLJ4P, USAMSSA applies the "percentage data elements" to the civilian personnel cost data on the P/BS file and produces appropriation work papers

(Part III, Section 2). The appropriation work papers show costs by AMSCO level of detail within each subprogram. Separate tables are provided for DIR and REIMB obligations. Costs are divided into BCOMP, OTIME, BBENE - shown as OC12, SVPAY - shown as FNSA, and FECMP. Summaries of costs by CTYPE are provided for each subprogram. The identification



of CTYPE is reflected in the CTYPE Identification table (Part I, Table 7.1). The appropriation work papers are provided to DACA-OMP by USAMSSA and are summarized by subprogram. DACA-OMP verifies the information reflected on the appropriation work papers by using the total costs reflected in the "current position" work papers as a base. As an example, the "current position" is the recosted dollar figures applicable to the COB, Miscellaneous and Out-of-Cycle live file appropriation work papers. The percentages listed in the "percentage data elements" table are manually applied to selected AMSCO within each subprogram to verify that the percentages were applied correctly, e.g., the total cost in the current position, multiplied by the direct cost percentage for a specific CTYPE category for BCOMP, should equal the amount of dollars listed for BCOMP in the direct cost appropriation work papers.

Following are the procedures to be followed:

- a. Select an AMSCO within a subprogram.
- b. Using the work sheet at Figure 6.7.11 list DIR, REIMB and total costs for BCOMP (BC), OTIME (OT) and BBENE (BB). Cost data is taken from the following:

DIR - Appropriation Workpapers (direct costs)

REIMB - Appropriation Workpapers (reimbursable costs)

TOT - COB, Misc and Out-of-Cycle Appropriation Workpapers (current position)

- c. Take the percentage factor for each cost element from the Percentage Data Elements Work Sheet (Figure 6.7.7) and apply it to the TOT. The results should equal the DIR line. This will tell if the percentage factor was correctly applied. There may be small variations

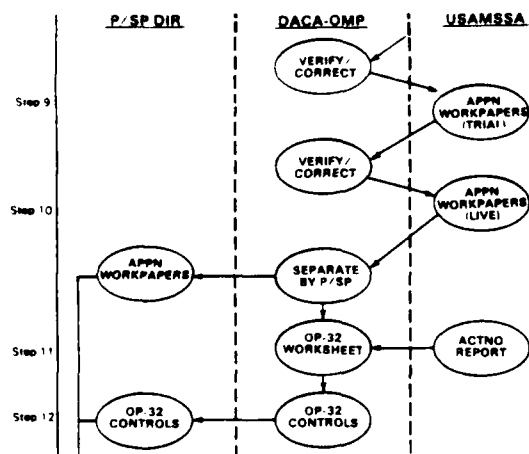
resulting from rounding off calculations. (It is unnecessary to list REIMB unless there is a problem in balancing the current position with the direct cost appropriation work papers since the REIMB percentage is determined by subtracting the DIR percentage from 100.)

- d. If errors exist, rectify the errors and return the correction to USAMSSA to run the corrected appropriation work papers.

Step 10 Upon receipt of the correction USAMSSA produces the corrected appropriation work papers and provides them to DACA-OMP. DACA-OMP provides each subprogram director a copy of the work papers that pertain to the director's subprogram. These are used to develop detailed cost information that will be explained in a later step.

6.7.5 OP-32 Preparation Worksheet

Step 11 The next step is the manual preparation of an OP-32 Preparation Worksheet, shown in Figure 6.7.12. This work sheet provides the vehicle for determining cost growth by OP-32 line number by fiscal year.



The data needed for completing the work sheet are derived from the appropriation work papers and Audit Trail by Transaction Number (ACTNO) report.

- a. For OP-32 line items 0101, 0103, 0104, and 0901 the Analysis of Civilian Personnel Costs portion of the appropriation work papers direct obligations is used. For OP-32 line numbers 0105, 0106, and 0902, the

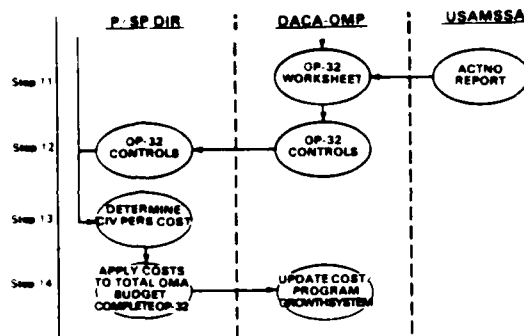
Analysis of Civilian Personnel Costs-Foreign National Separation Allowance (FNSA) part of the appropriation work papers direct obligations is used. The appropriation work papers are entered at the subprogram summaries. Using the conversion table for identifying the CTYPE corresponding to the OP-32 line items, the amounts listed under the total dollar column are added for the CTYPEs corresponding to the OP-32 line item. Data for OP-32 line items 0101, 0103, and 0104 come from the DH part of the listing and data for OP-32 line item 0901 come from the IDH part of the listing. Note that this procedure is performed for the PY (FY83 for the FY85 budget submission), the CY, and the BY. Likewise for OP-32 line items 0105 and 0106, the DH portion of the FNSA listing is used and for OP-32 line item 0902 the IDH listing is used. This part of the procedure determines the total FY costs by OP-32 line item. There are separate appropriation work paper runs for BASOPS, or BOS(-), and RPMA. From these two listings the costs for the BOS(-) and RPMA columns are derived. The MSN column is determined by subtracting BOS(-) and RPMA from the total costs.

- b. OP-32 line item 0110, Unemployment Compensation, reports dollar resources budgeted to reimburse the Unemployment Trust Fund for unemployment benefit obligations attributable to Army civilian employees. Data for this line is provided off-line by DACA-OMP for inclusion in the step described below.
- c. The foreign currency fluctuation information for OP-32 line items 0901 and 0902 is derived from data provided by the Foreign Currency Fluctuation WANG report. This report feeds the audit trail by ACTNO report which has

information totalled by subprogram. The total value of the subprogram fluctuation is determined from the audit trail by ACTNO report by reading the TOSAL column at the subprogram total. The BOS(-) and RPMA values are determined by adding the values of the BOS(-) and RPMA

AMSCOs, respectively. The MSN column value is determined by subtracting the BOS(-) and RPMA values from the total values. The sign (+ or -) of the value must be carried to the work sheet. (A minus sign indicates that the dollar is rising in

value in relation to foreign currencies.) A separate work sheet is completed for BOS(-) and RPMA. In addition, a total OMA work sheet is prepared; the sum of all the P/SP totals should equal the total OMA values.

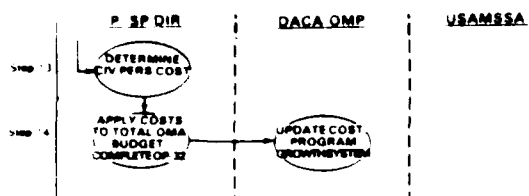


6.7.6 OP-32 Controls

Step 12 This step consists of manually transferring information from OP-32 preparation work sheets to a manual OP-32 form. A manual OP-32 form is prepared for each P/SP. This form provides the dollar controls for the P/SP directors. The OP-32 controls are transmitted manually to the P/SP directors.

Step 13 The P/SP directors must determine civilian personnel costs by AMSCO and command within each budget activity group. This is a manual procedure. The appropriation work papers are entered at AMSCO level; each command costs are listed individually within each AMSCO. The AMSCO totals are recorded by budget activity group. This information is needed for the next step.

Step 14 The P/SP directors apply the civilian personnel costs deter-



mined in the step above to their total budget amount and spread the remaining dollars to the other line items which they must fund. The OP-32 is completed and forwarded to DACA-OMP for updating the Cost/Program Growth System (CPGS).

**ACTION: Budget Exhibit OP-32
(Summary of Price and Program Changes)**

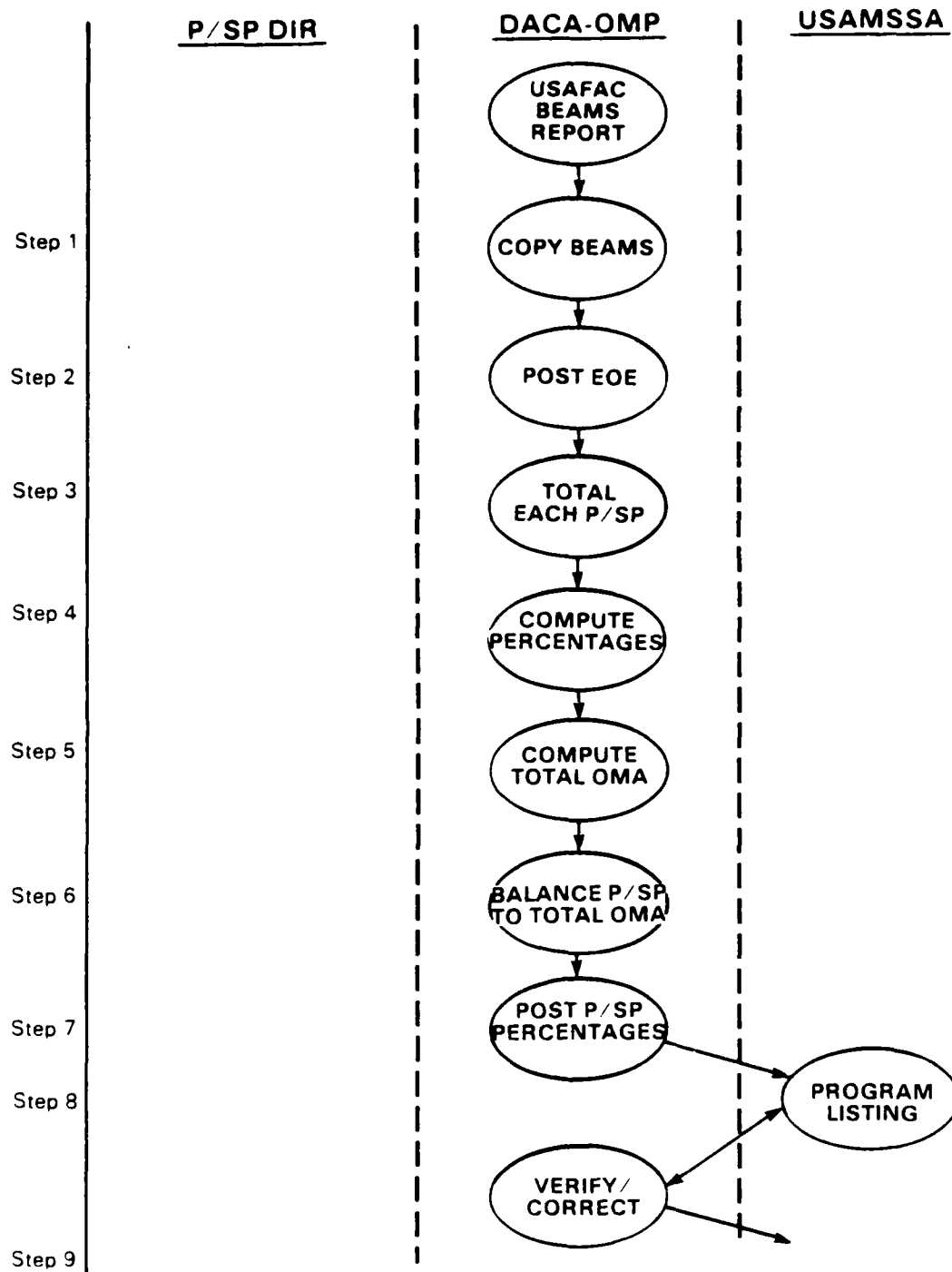


Figure 6.7.1. Budget Exhibit OP-32 (Summary of Price and Program Changes) Flow Chart

ACTION: Budget Exhibit OP-32
(Summary of Price and Program Changes)
(Continued)

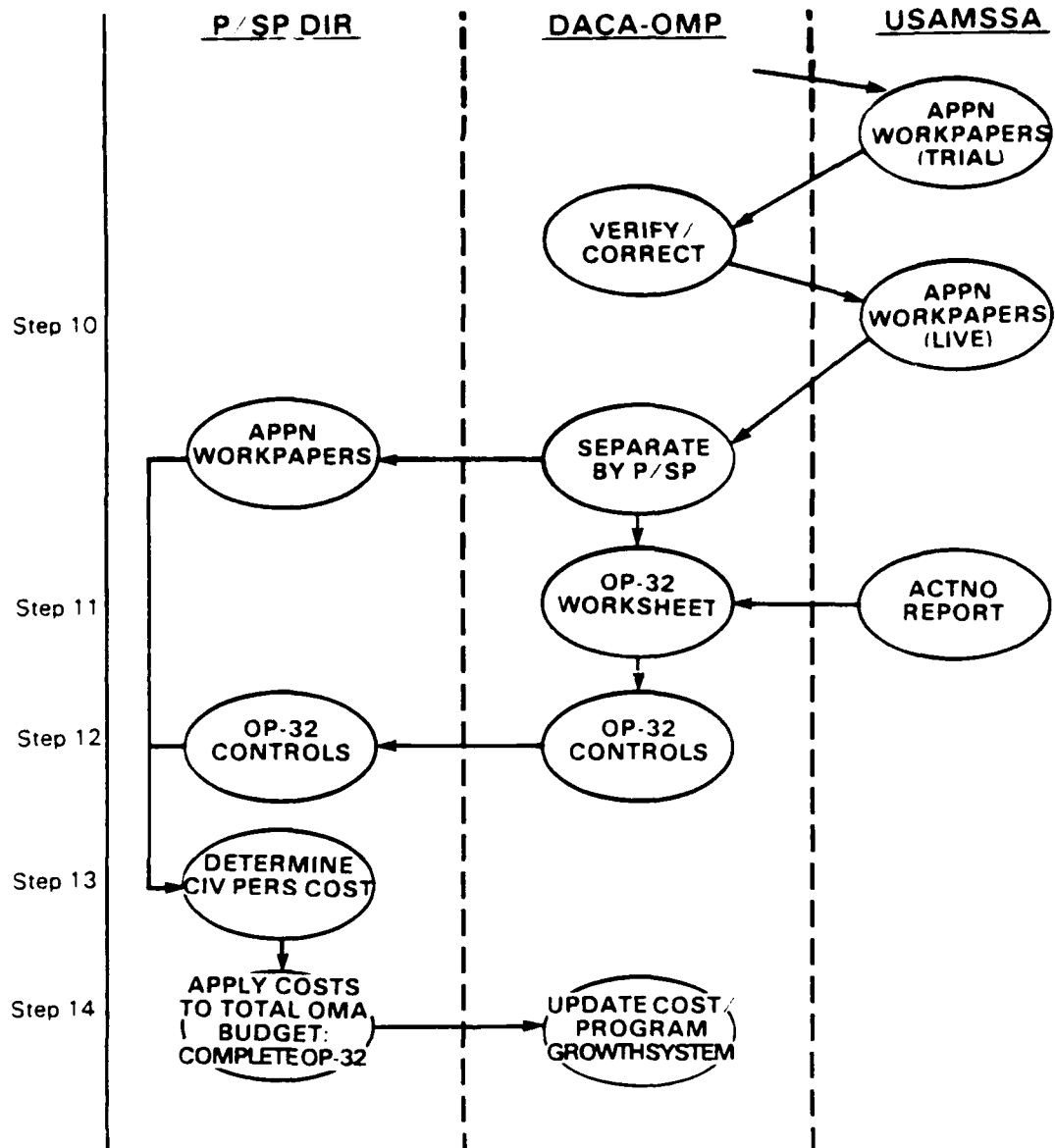


Figure 6.7.1 (Cont.). Budget Exhibit OP-32 (Summary of Price and Program Changes) Flow Chart

APPROPRIATION
SUMMARY OF PRICE AND PROGRAM CHANGES - FY 19(1)
(\$ in Thousands)

		Foreign					
		FY 1983(2)	Currency	Rate Difference	Price Growth Percent	Price Growth Amount	FY 1984 (2) Program Growth
		(3)		(4)	(5)	(6)	(8)
<u>Civilian Personnel Compensation</u>							
0101	Executive, General and Special Schedules (9)						
0103	Wage Board (9)						
0104	Foreign National Direct Hire (FNDH) (9)						
0105	Separation Liability (FNDH) (9)						
0106	Benefit, to Former Employees (9)						
0110	Unemployment Compensation (9)						
	Total Civilian Personnel Comp. (10)						
<u>Industrial Fund Purchases (Ex. Transp)</u>							
0681	Unfinanced (IF) Pay Raise (11)						
0691	IF Pass Throughs (12)						
	Total I.P. Purchases (10)						
<u>Other Purchases</u>							
0901	Foreign National Indirect Hire (FNIH) (13)						
0902	Separation Liability (FNIH) (13)						
0989	Other Contracts (14)						
0991	Foreign Currency Variance (15)						
	Total Other Purchases (10)						

Figure 6.7.2. Budget Exhibit OP-32 (CY)

APPROPRIATION
SUMMARY OF PRICE AND PROGRAM CHANGES - FY 19(1)
(\$ in Thousands)

		FY 1984(2) Program (3)	Foreign Currency Rate Difference (4)	Price Growth Percent (5)	Program Growth (7)	FY 1985 (2) Program (8)
<u>Civilian Personnel Compensation</u>						
0101 Executive, General and Special Schedules	(9)					
0103 Wage Board	(9)					
0104 Foreign National Direct Hire (FNDH)	(9)					
0105 Separation Liability (FNDH)	(9)					
0106 Benefits to Former Employees	(9)					
0110 Unemployment Compensation	(9)					
Total Civilian Personnel Comp.	(10)					
<u>Industrial Fund Purchases (Ex. Transp)</u>						
0681 Unfinanced (IF) Pay Raise	(11)					
0691 IF Pass Throughs	(12)					
Total I.F. Purchases	(10)					
<u>Other Purchases</u>						
0901 Foreign National Indirect Hire (FNIH)	(13)					
0902 Separation Liability (FNIH)	(13)					
0989 Other Contracts	(14)					
0991 Foreign Currency Variance	(15)					
Total Other Purchases	(10)					

Figure 6.7.2A. Budget Exhibit OP-32 (BY)

AD-A182 373

OPERATIONS GUIDE FOR CIVILIAN MANPOWER COSTING PART 2
DETAILED INSTRUCTIONS(U) GENERAL RESEARCH CORP MCLEAN
VA 1984 GRC-1422-84-84-CR-PT-2 MDA903-84-C-0117

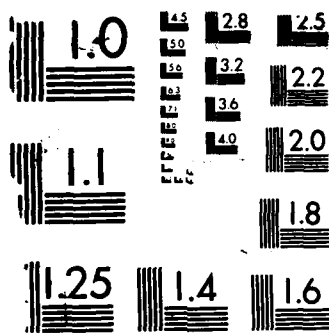
8/8

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NL

END
8-87
DTIC



MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

BEAMS
OPERATION AND MAINTENANCE MANAGEMENT REPORT
- FY 1983 -
EOM OBLIGATIONS BY ANSCO, BY OPN AGY

MGMT TABLE #2 - OMA 08 83
PAGE - 898

RIN HCX-070
RUN DATE 07/28/83

OPERATION
ANSCO
(IND.) OPN AGY

DEFINITION
DIRECT OBLIG
AUTO REIMS
FUNDED REIMS
TOTAL REIMS
TOTAL OBLIG

OMA GRAND TOTAL

MISSION	11859915	1381228	9928	1391163	13251089
11A1	8305367	832138	8148	838286	9143853
11A2	38322	84	0	84	38408
11A3	278	0	0	0	278
11A4	7731	4	0	4	7735
11A5	52	0	0	0	52
11A6	1971	8	0	8	1979
11A7	20	0	0	0	20
11A8	142	0	0	0	142
11A9	0	0	0	0	0
11B1	11587	0	0	0	11587
11B2	137	0	0	0	137
11B3	4818	1	0	1	4820
11B4	48	0	0	0	48
11B5	3312	0	0	0	3312
11B6	45	0	0	0	45
11B7	288	0	0	0	288
11B8	2	0	0	0	2
11C1	368	0	0	0	368
11C2	102	0	0	0	102
11C3	117	0	0	0	117
11C4	201	0	0	0	201
11C5	1	0	0	0	1
11C7	2	0	0	0	2
11C8	153	0	0	0	153
11D1	878	0	0	0	878
11D2	97	0	0	0	97
11D3	48	0	0	0	48
11D4	0	0	0	0	0
11D5	18	0	0	0	18
11D6	0	0	0	0	0
11D7	0	0	0	0	0
11D8	0	0	0	0	0
11E1	18	0	0	0	18
11E2	7512	348	0	348	7861
11E4	82	0	0	0	82
11E5	10	0	0	0	10
11F1	8	0	0	0	8
11F7	82	0	0	0	82
11F9	33	0	0	0	33

B - 898

Figure 6.7.3. BEAMS Report (OMA)

MONIT TABLE -2 - OMA OS 83
PAGE - 907

OPERATION
ANSCO
(IND.) OPN AGY
OMA BASOPS

11D2
11D3
11D4
11D5
11D6
11D7
11D8
11D9
11E1
11E2
11E3
11E4
11E5
11E6
11E7
11E8
11E9
11F1
11F2
11F3
11F4
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11P9
11Q1
11Q2
11Q3
11Q4
11Q5
11Q6
11Q7
11Q8
11Q9
11R1
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11R3
11R4
11R5
11R6
11R7
11R8
11R9
11S1
11S2

OPERATION AND MAINTENANCE MANAGEMENT REPORT
- FY 1983 -
EOM OBLIGATIONS BY ANSCO, BY OPN AGY

RIM HCX-070
RIM DATE 07/28/83

DEFINITION	DIRECT OBLIG	DOLLARS IN THOUSANDS				TOTAL REIMS	TOTAL OBLIG
		AUTO REIMS	FUNDED REIMS	REIMS	REIMS		
495	495	0	0	0	0	0	495
314	314	0	0	0	0	0	314
0	0	0	0	0	0	0	0
2	2	0	0	0	0	0	2
12	12	0	0	0	0	0	12
-8	-8	0	0	0	0	0	-8
19032	19032	951	0	0	951	19983	19983
208	208	18	0	0	18	227	227
50	50	2	0	0	2	52	52
2	2	0	0	0	0	2	2
2	2	0	0	0	0	2	2
0	0	0	0	0	0	0	0
41	41	0	0	0	0	41	41
-5	-5	0	0	0	0	-5	-5
141	141	8	0	0	8	149	149
400033	400033	19531	4	0	19535	419589	419589
2008	2008	64	0	0	64	2072	2072
14156	14156	280	0	0	280	14446	14446
122	122	2	0	0	2	124	124
2382	2382	67	0	0	67	2328	2328
23	23	1	0	0	1	24	24
420	420	7	0	0	7	427	427
1	1	0	0	0	0	1	1
138484	138484	6533	780	0	7284	146778	146778
1289	1289	34	0	0	34	1293	1293
8789	8789	210	0	0	210	9000	9000
153	153	3	0	0	3	156	156
1122	1122	278	0	0	278	1401	1401
13	13	3	0	0	3	16	16
2528	2528	87	288	0	384	2813	2813
3	3	0	0	0	0	3	3
5002	5002	441	0	0	441	5443	5443
43	43	0	0	0	0	43	43
536	536	28	0	0	28	565	565
8	8	0	0	0	0	8	8
991	991	20	0	0	20	1011	1011
10	10	0	0	0	0	10	10
50	50	0	0	0	0	50	50
0	0	0	0	0	0	0	0
8383	8383	418	0	0	418	8812	8812
420	420	28	0	0	28	448	448

Figure 6.7.3A. BEAMS Report (OMA BASOPS)

E M A

OPERATION AND MAINTENANCE MANAGEMENT REPORT

BY 1983 -

FOR INFORMATION BY AMSCO BY COM ADV

DEFINITION	DOLLARS IN THOUSANDS					
	DIRECT	AUTO	FUNDED	TOTAL	REINS	COLLG
ONLIG						

ANSICO	EDGE CODE
(NO 1 QPM ASV	NUMBER

三

[illegible]

	DIRECT OBLIGATION				TOTAL OBLIGATION			
	TOTAL	NSW	BOS-	RPMA	TOTAL	NSW	BOS-	RPMA
0101 EXECUTIVE, GENERAL, + SPECIAL SCHEDULES								
1111								
1112								
1113								
1114								
1115								
1116								
1117								
1118								
1141								
1142								
1143								
1144								
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1151								
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1153								
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1156								
1157								
1158								

Figure 6.7.4. EOE Work Sheet

Program 2

		DIRECT DEBITATION				TOTAL OBLIGATION				
		TOTAL	ASU	BOS-	RPMA		TOTAL	ASU	BOS-	RPMA
0101	EXECUTIVE, GENERAL, + SPECIAL SCHEDULES	(510919) 7217	(165906) 7204	(500881) 7286	(51892) 5857		(532800) 5857	(140734) 5857	(500881) 5857	(51892) 5857
	1111	100711	100711	192991	33886		33886	100711	192991	33886
	1112	1638	1638	984	260		260	1638	984	260
	1113	11801	11801	6551	1825		1825	11801	6551	1825
	1114	98	98	51	18		18	98	51	18
	1115	1020	1020	764	54		54	1020	764	54
	1116	7	7	5	1		1	7	5	1
	1117	231	231	144	1		1	231	144	1
	1118	6076	6076	5002	154		154	6076	5002	154
	1142	47	47	43	5		5	47	43	5
	1143	354	354	239	24		24	354	239	24
	1144	4	4	4	1		1	4	4	1
	1145	420	420	412	34		34	420	412	34
	1146	6	6	5	1		1	6	5	1
	1147	49	49	20	1		1	49	20	1
	1148	1	1	1	1		1	1	1	1
	1151	1077	1077	8178	1917		1917	1077	8178	1917
	1152	242	242	213	2		2	242	213	2
	1153	364	364	392	6		6	364	392	6
	1154	544	544	489	8		8	544	489	8
	1155	9	9	7	1		1	9	7	1
	1156	559	559	311	122		122	559	311	122
	1157	1957	1957	6	1940		1940	1957	6	1940
	1159	1406	395	881	130		130	395	881	130

Figure 6.7.5. Completed EOE Work Sheet

Page 2

DIRECT OBLIGATION				TOTAL OBLIGATION					
	TOTAL	MSN	BOS-	RPMA		TOTAL	MSN	BOS-	RPMA
0199 TOTAL CIVILIAN PERSONNEL COMPENSATION	656338	(199209)	(466560)	(190608)		(904648)	(201848)	(462117)	(200633)
	94.77	97.2	96.77	52.46					
0101	51919	1163156	300881	52873		531310	1168163	300881	52873
0102	248397	26251	118708	103421		276083	276083	118708	103421
0104	52381	5908	44016	32367		89604	8330	44016	32367
0105	9841	900	24.2	11693		1846	200	24.2	11693
0106	1909	64	519	238		956	1644	520	272

Figure 6.7.6. Balancing Work Sheet

B. OBJECT/UNCLASSABLE	APCAT	PROGRAM	SUBPROGRAM	NSA/ DOE-/ NSA	C TYPE CATEGORY	A CODE	PERCENTAGE				TOTAL
							DATA ELEMENTS (UNCLS)	ACTIVE	STAY	STOP	
DIRECT RELIN					1						
DIRECT RELIN					2						
DIRECT RELIN					3						
DIRECT RELIN					4						
DIRECT RELIN					5						
DIRECT RELIN					6						
DIRECT RELIN					7						
DIRECT RELIN					8						
DIRECT RELIN					9						
DIRECT RELIN					10						
DIRECT RELIN					11						
DIRECT RELIN					12						
DIRECT RELIN					13						
DIRECT RELIN					14						
DIRECT RELIN					15						
DIRECT RELIN					16						
DIRECT RELIN					17						
DIRECT RELIN					18						
DIRECT RELIN					19						
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DIRECT RELIN					27						
DIRECT RELIN					28						
DIRECT RELIN					29						
DIRECT RELIN					30						
DIRECT RELIN					31						
DIRECT RELIN					32						
DIRECT RELIN					33						
DIRECT RELIN					34						
DIRECT RELIN					35						
DIRECT RELIN					36						
DIRECT RELIN					37						
DIRECT RELIN					38						
DIRECT RELIN					39						
DIRECT RELIN					40						
DIRECT RELIN					41						
DIRECT RELIN					42						
DIRECT RELIN					43						
DIRECT RELIN					44						
DIRECT RELIN					45						
DIRECT RELIN					46						
DIRECT RELIN					47						
DIRECT RELIN					48						
DIRECT RELIN					49						
DIRECT RELIN					50						
DIRECT RELIN					51						
DIRECT RELIN					52						

Figure 6.7.7. Percentage Data Elements Worksheet

DIRECT/REINBURSABLE	APCAT	PROGRAM	SUBPROGRAM	MSN/ POS-/ APNA	C TYPE CATEGORY	PERCENTAGE DATA ELEMENTS (UNITS)				SVFAT	FECHP
						B COMP	OTIME	DBENE			
DIRECT REIMB	2020	2	0	ROS-	1	100.00 97.86 2.14	100.00 97.86 2.14	100.00 94.86 5.14	100.00 98.08 1.92	100.00 98.08 1.92	100.00 98.08 1.92
DIRECT REIMB					2	100.00 94.99 5.01	100.00 94.99 5.01	100.00 94.99 5.01	100.00 98.08 1.92	100.00 98.08 1.92	100.00 98.08 1.92
DIRECT REIMB					3	100.00 96.23 3.77	100.00 96.23 3.77	100.00 96.23 3.77	100.00 98.08 1.92	100.00 98.08 1.92	100.00 98.08 1.92
DIRECT REIMB					4	100.00 96.23 3.77	100.00 96.23 3.77	100.00 96.23 3.77	100.00 98.08 1.92	100.00 98.08 1.92	100.00 98.08 1.92
DIRECT REIMB					5	100.00 89.26 10.74	100.00 89.26 10.74	100.00 89.26 10.74	100.00 90.36 9.64	100.00 90.36 9.64	100.00 90.36 9.64
DIRECT REIMB					6	100.00 89.26 10.74	100.00 89.26 10.74	100.00 89.26 10.74	100.00 90.36 9.64	100.00 90.36 9.64	100.00 90.36 9.64
DIRECT REIMB					7	100.00 89.26 10.74	100.00 89.26 10.74	100.00 89.26 10.74	100.00 90.36 9.64	100.00 90.36 9.64	100.00 90.36 9.64

Figure 6.7.8. Completed Percentage Data Elements Work Sheet

Instructions for converting CTYPE Category to OP-32 Line Item and posting to Percentage Data Elements Worksheet.

For BCOMP, OTIME and BBENE Columns (all three data elements are the same):

<u>CTYPE CATEGORY</u>	<u>P/BS - CTYPE</u>	<u>OP-32 LINE ITEM</u>
1	101	0101
1	111	
1	118	
1	121	
1	122	
2	102	0103
2	120	
2	301	
2	302	
2	303	
2	304	
3	105	0104
4	103	0104
4	104	
4	109	
4	110	
4	119	
5	201	0901
5	202	
5	203	
5	204	
5	206	
7	205	0902

Figure 6.7.9. Instructions for Posting Percentages

For SVPAY Column:

CTYPE CATEGORY

OP-32 LINE ITEM

1	0106
2	0106
3	0105
4	0106
5	0902
7	0902

For FECOMP Column:

1	0106
2	0106
3	0106
4	0106
5	0106
7	0106

Figure 6.7.9 (Cont.). Instructions for Posting Percentages

DIRECT01020MISSION	1+09906+10000+10000
DIRECT01020MISSION	2+09701+10000+10000
DIRECT01020MISSION	3+09623+10000+10000
DIRECT01020MISSION	4+09623+10000+10000
DIRECT01020MISSION	5+09603+10000+10000
DIRECT01020MISSION	6+09603+10000+09912
DIRECT01020MISSION	7+09603+10000+10000
DIRECT01020BASOPS-	1+09786+09808+09808
DIRECT01020BASOPS-	2+09499+09808+09808
DIRECT01020BASOPS-	3+09623+09808+09808
DIRECT01020BASOPS-	4+09623+09808+09808
DIRECT01020BASOPS-	5+08926+09036+09808
DIRECT01020BASOPS-	6+08926+10000+09972
DIRECT01020BASOPS-	7+08926+09036+09808
DIRECT01020RPHA	1+08858+08640+08640
DIRECT01020RPHA	2+08352+08640+08640
DIRECT01020RPHA	3+09222+10000+08640
DIRECT01020RPHA	4+09222+08640+08640
DIRECT01020RPHA	5+08208+09006+08640
DIRECT01020RPHA	6+08208+10000+09926
DIRECT01020RPHA	7+08208+09006+08640
DIRECT01030MISSION	1+10000+10000+10000
DIRECT01030MISSION	2+10000+10000+10000
DIRECT01030MISSION	3+10000+10000+10000
DIRECT01030MISSION	4+10000+10000+10000
DIRECT01030MISSION	5+10000+10000+10000
DIRECT01030MISSION	6+10000+10000+10000

Should have been
0102 BASOPS-
or

0102 BASOPS-
That is the letter
"O" instead of
a blank + zero!

Consequently, program
P2 did not run, as
indicated on the
following tab.

Figure 6.7.10. Program ID: URLJ4P Listing

VERIFICATION OF APPROPRIATION WORKPAPERS
(Worksheet)

FY _____ P/SP _____
AMSCO _____

	Grade US		WG US	
	BC	OT	BC	OT
	BB		BB	
DIR				
REIMB				
TOT				
% FAC				
DIFF				

	KOREAN		OTHER DA	
	BC	OT	BC	OT
	BB		BB	
DIR				
REIMB				
TOT				
% FAC				
DIFF				

Figure 6.7.11. Verification Work Sheet

P7-S

FY 83 OSD Budget Submit

	Schedule 01 - Civilian Personnel Compensation/AF Pay Rates AF/Pass Through	TOTAL	FY 1983		RPNM	TOTAL	CHANGE		FLUCTUATION	
			MSM	BOS			MSM	BOS		
0101	Civilian Personnel Compensation	693880	431433	48545	3923					
0102	Executive Schedule	935105	931787	8679	5197					
0103	General Schedule	18702	18702							
0104	Foreign Mail Direct Miro (FMDM)	520	520							
0105	Separation Liability (FMDM)	298	298							
0106	Transfer to Partner Employee	4668	4668							
0110	Unemployment Compensation									
0110	TOTAL	102137	102137			411858	411858			
0901	Foreign Mail Indirect Miro (FMDM)	5028	5028							
0902	Separation Liability (FMDM)									
0981	Unfinanced (IF) Pay Rates									
0991	IF Pass Throughs	-14500								
0999	Other Contracts									
0991	Foreign Currency Variance									
9999	TOTAL					734858	734858	7348	7348	7348
						734858	734858	7348	7348	7348

Figure 6.7.12. OP-32 Preparation Work Sheet

FY 85 OSU Budget Submit

P7-S

	Schedule 4A - Civilian Personnel Compensation/AF Pay Rates AF/Pass Through	TOTAL	FY 1984 MSU	BOS	NCMA															
	Civilian Personnel Compensation																			
	Executive Schedule																			
0101	General Schedule	702,562	695,617	97,869	4,876															
0102	AF/Pass Through	132,192	132,121	5,975	2,776															
0104	Foreign Mail Direct Miro (FMM)	19,387	19,837	-	-															
0105	Separation Liability (SLM)	568	568	-	-															
0106	Benefit to Former Employees	121	121	-	-															
0110	Unemployment Compensation		4,498																	
	TOTAL																			
0901	Foreign Mail Indirect Miro (FMM)	12,803	12,803	-	-															
0902	Separation Liability (SLM)	556	556	-	-															
0481	Unfunded (IF) Pay Rates																			
0491	AF Pass Through	3,933	3,933	-	-															
0499	Other Contracts																			
0991	Foreign Currency Variance																			
9999	TOTAL																			

Figure 6.7.12 (Cont.). OP-32 Preparation Work Sheet

END

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DTIC